

# ***TRANSEARCH v3.2***

## ***User Manual***

# **TRANSEARCH USER MANUAL**

## **(Store Level Access)**

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## **BASIC OPERATIONS**

Transearch v3.2



### **PART ONE: LIVE MODE**

#### **Live Only**

- Full screen Video Only view
- More than 16 cameras
- Can see IP Camera and standard CCTV cameras
- Limits: Live frames update 3-5fps per camera
- Print, save, email live pictures

#### **Video & Data**

- Interface data is displayed in real time
- Watch 2 registers at once, switch to any other register
- Video has same features as Live Only

#### **Multicam**

- Instant Playback
- Same Live data as Video & Data
- Can watch full frame for live video (up to 30fps x 16 cameras = 480fps)
- Access to standard CCTV camera setup and configuration
- Limits: No IP Cameras are available; can see only 16 cameras at once; limited to standard CCTV cameras; can save Live pictures only

### **PART TWO: REVIEW MODE**

1. Video & Data: This mode lets you review ARCHIVED VIDEO AND DATA simultaneously.
2. Video Only: This mode lets you review ARCHIVED VIDEO only.

### **PART THREE: SHORTCUTS**

1. Saving Pictures and Video
2. Printing Pictures
3. Emailing Pictures (Not available in LIVE mode's Multicam feature.)
4. Printing or Emailing Reports

### **PART FOUR: BACKUP**

1. Data
2. Video
3. Audio
4. Other Files

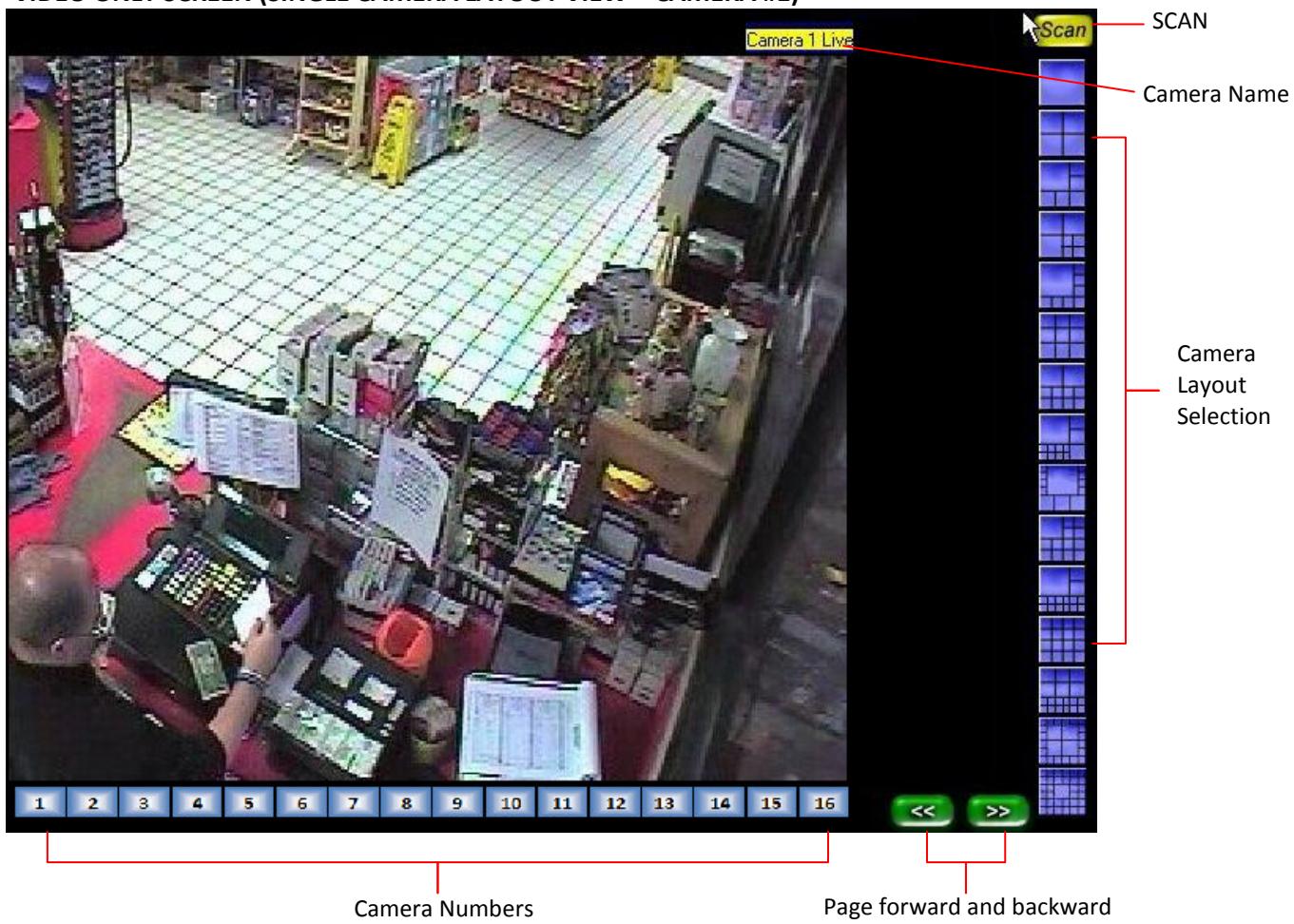
## PART ONE: LIVE MODE

### LIVE MODE: VIDEO ONLY

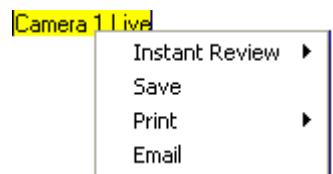
1. Click on the **LIVE** mode button.
2. Choose **Video Only**



VIDEO ONLY SCREEN (SINGLE CAMERA LAYOUT VIEW – CAMERA #1)



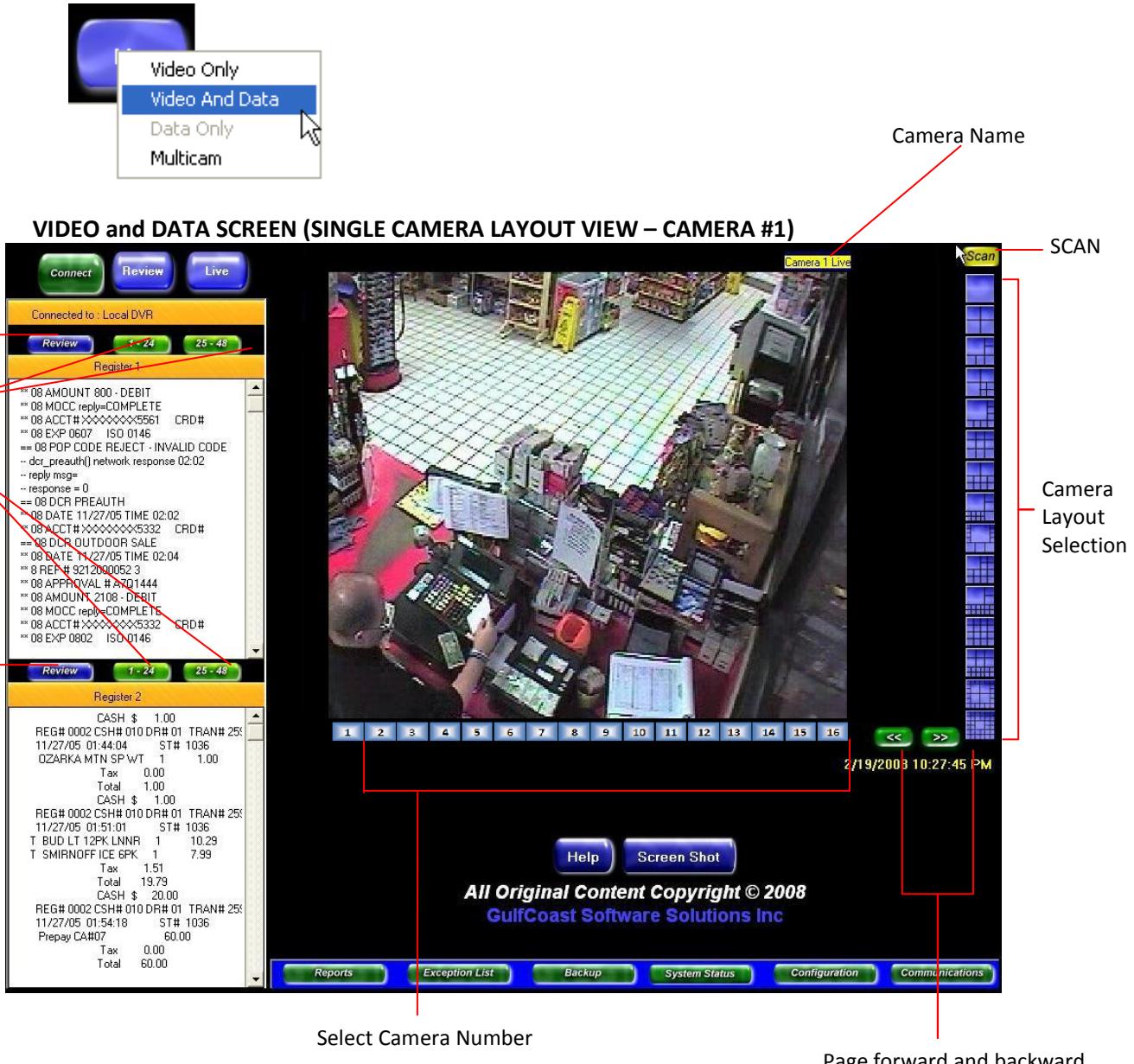
3. Click on the **Camera Layout** button you want for multiple camera views.
4. By clicking on **Camera Name** you will be given several options.
5. Click on the **Scan** button to cycle through camera views.
6. Clicking on camera view then clicking another camera view will swap camera positions.
7. Go to a full screen Single Camera view by double-clicking any image depending on your current chosen **camera layout selection**. If camera goes full screen, click again and it will return to previous layout.
8. To exit VIDEO ONLY click the **Exit** button.
9. Type in your password: \_\_\_\_\_.
10. Hit your **Enter** key on the keyboard.



Enter Password  **Exit**

## LIVE MODE: VIDEO AND DATA

1. Click on the **LIVE** mode button.
2. Choose **Video and Data**.



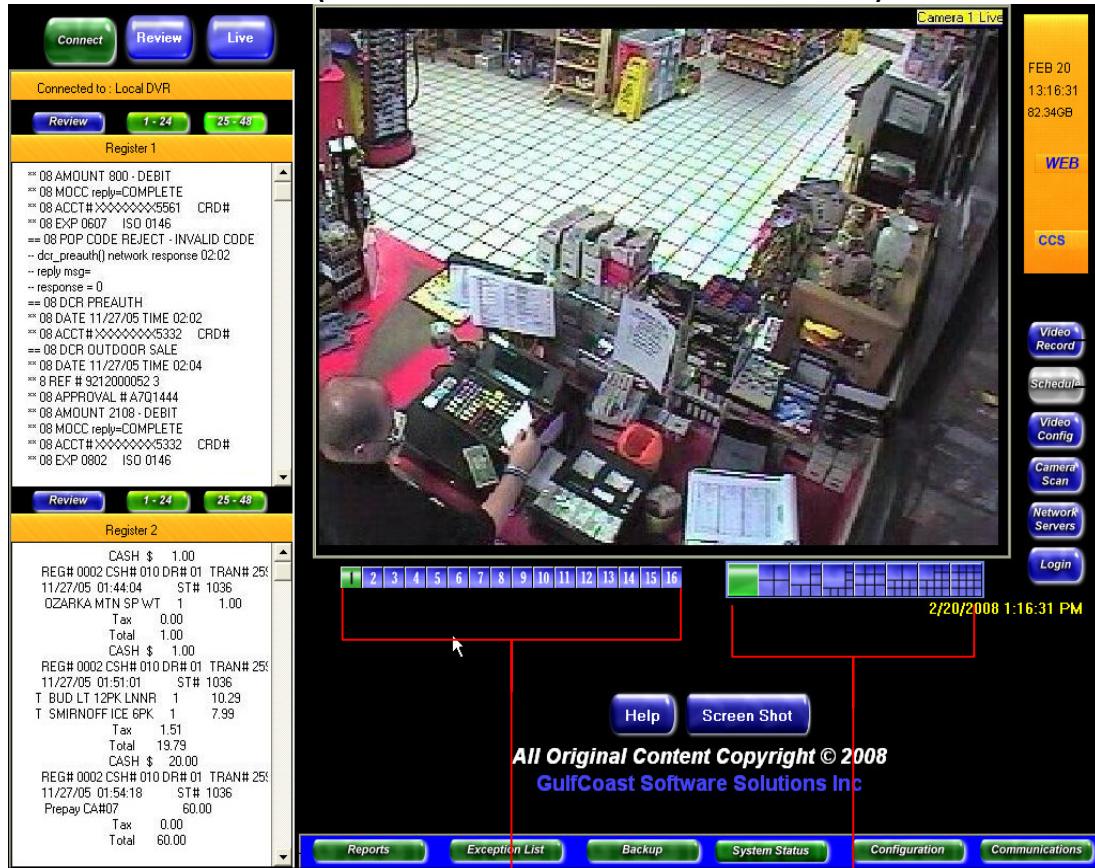
3. In either journal window, click on the **green 1-24 or 25-48** button to see live data from different or additional attached devices. (POS, safes, temperature gauges, etc.), this will change the current select view to another device. Because the data is LIVE it will scroll down the window.
4. To pause the live data, click on the **Review** button; the data will continue recording.

## LIVE MODE: MULTICAM

1. Click on the **LIVE** mode button.
2. Choose **Multicam**.



## VIDEO and DATA SCREEN (SINGLE CAMERA LAYOUT VIEW – CAMERA #1)



Select Camera by  
Number

Camera Layout Selections

1. **Video Record:** Start / Stop recording video
2. **Schedule:** Sets up video schedule.
3. **Video Config:** Quick access to video and audio setup.
4. **Camera Scan:** Click the button to start the rotation through the screen division.
5. **Network Servers:** Click the button and enable connection for different remote applications.
6. **Login:** Brings up several options, including Login/Exchange, Logout, Minimize and Exit.
  - Must be logged in as a supervisor to make changes.

## TRANSEARCH: INSTANT PLAYBACK

### PLAYBACK VIDEO

1. Click the **Live** button and choose **Multicam**.



2. Right click on the **Camera Name** you would like to review, choose **Instant Play**, then the **amount of time** you would like to instantly review (from 10 seconds to 5 minutes).

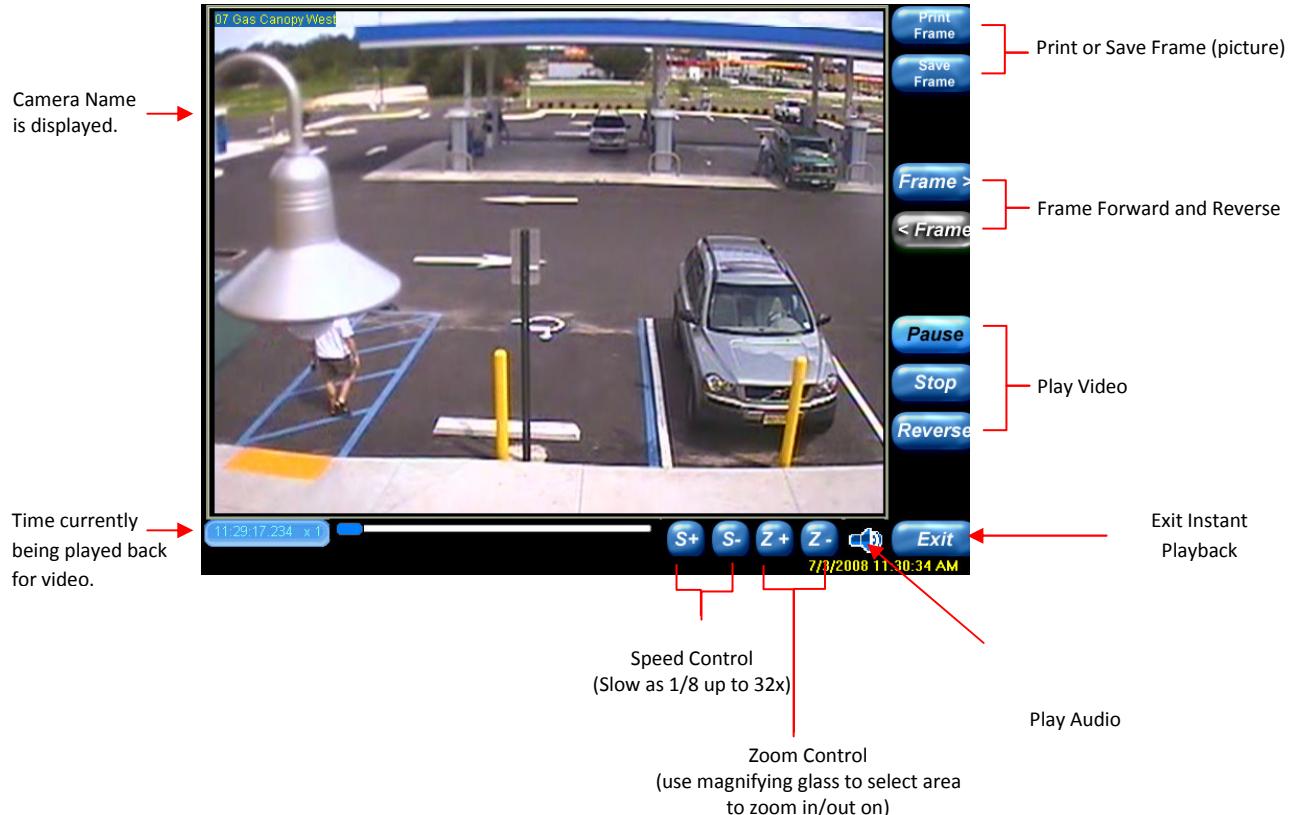
3.



Right click on  
Camera Name

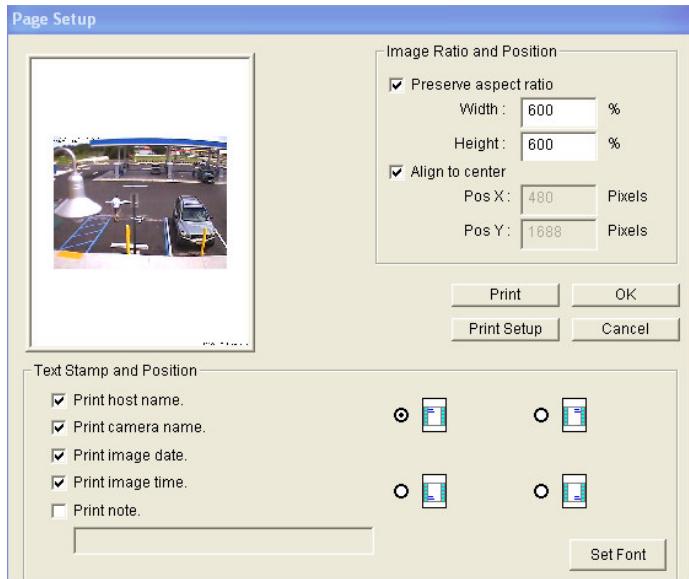
4. The screen should change, and the video should immediately begin to play. Use the available buttons to find the frame/video you are looking for.

5.



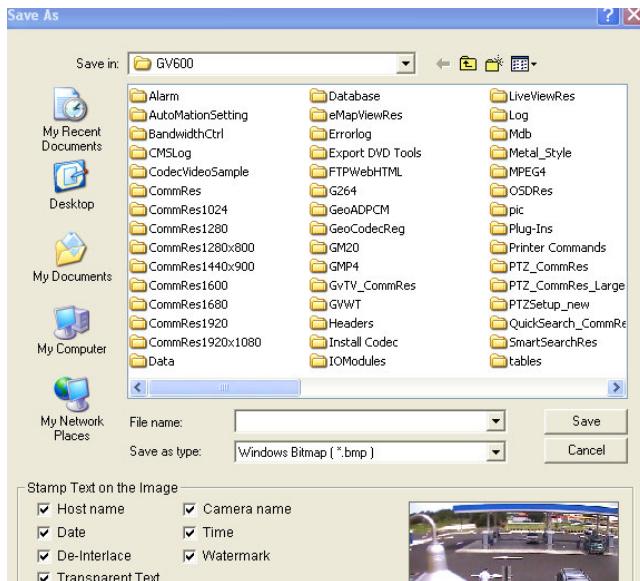
### Print Frame (picture)

1. Click the **Stop** control button.
2. Click the **Print Frame (picture)** control button.
3. In the **Page Setup** dialog box click the **Print** button to print to your default printer.
4. Click the **OK** button to close window.



### Save Frame (picture)

1. Click the **Stop** control button.
2. Click the **Save Frame (picture)** control button.
3. In the **Save As** dialog box, click the **Desktop** icon, type a **File Name** and click the **Save** button.  
(You can also choose what items you want stamped on the image using the **Stamp Text on the Image** options.)



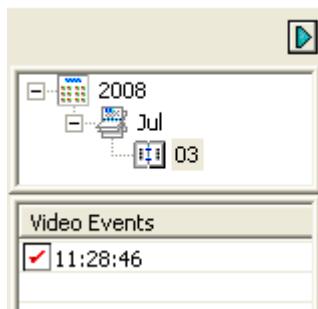
## Exiting Instant Play

1. Option 1: Click the **Exit** button or right click on the picture and choose **Exit**.

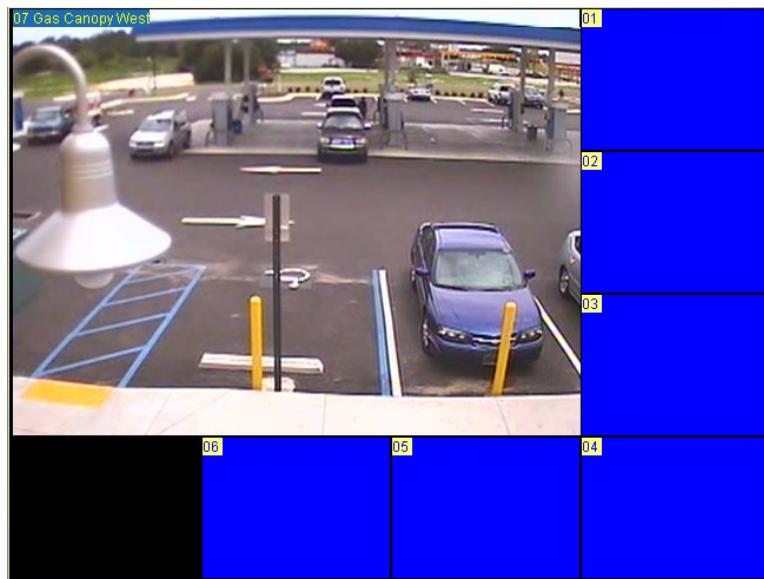


2. Option 2: Right click on the picture and choose **Exit**.

(The **Fullscreen** video option is not supported in this version. If you accidentally make that selection, you will see a similar screen as below, just hit the **ESC** key (upper left corner) on your keyboard to return to the Instant Play window.)



**NOTE:** If you click your left mouse button on the picture during Instant Playback, secondary cameras will also display. The camera number you are reviewing will determine how many secondary cameras will appear. If you are reviewing cameras 1-4 you can toggle the secondary cameras on and off by clicking on the picture. If you are reviewing camera 5 or greater than the secondary cameras will toggle on but not toggle off (unless you exit Instant Playback and start over).



## PART TWO: REVIEW MODE

1. Video & Data: This mode lets you review Video and Data simultaneously.
2. Video Only: This mode lets you review Video only.

### **REVIEW MODE: VIDEO AND DATA**

1. Click on the **REVIEW** mode button.
2. Choose **Video & Data**.



### ***VIDEO & DATA RECEIPT JOURNAL REVIEW***

Journal View: Specifies which Register you are looking at.

Currently set to ALL REGISTERS

Left column shows registers # 2 and 4.

Highlighted receipt details are shown in details window below.  
(Example: Highlighted entry is for Register 2 – Shift Change.)

Video & Data Mode

Search Controls

- Simple
- Advanced
- Register
- X-list

Item Journal: Use scroll bar to move up or down listing.

You can also use the **Prev Event** and **Next Event** buttons to select your events line by line.

Selected Receipt Details from clicking on search results in Item Journal.

Playback Controls for Video

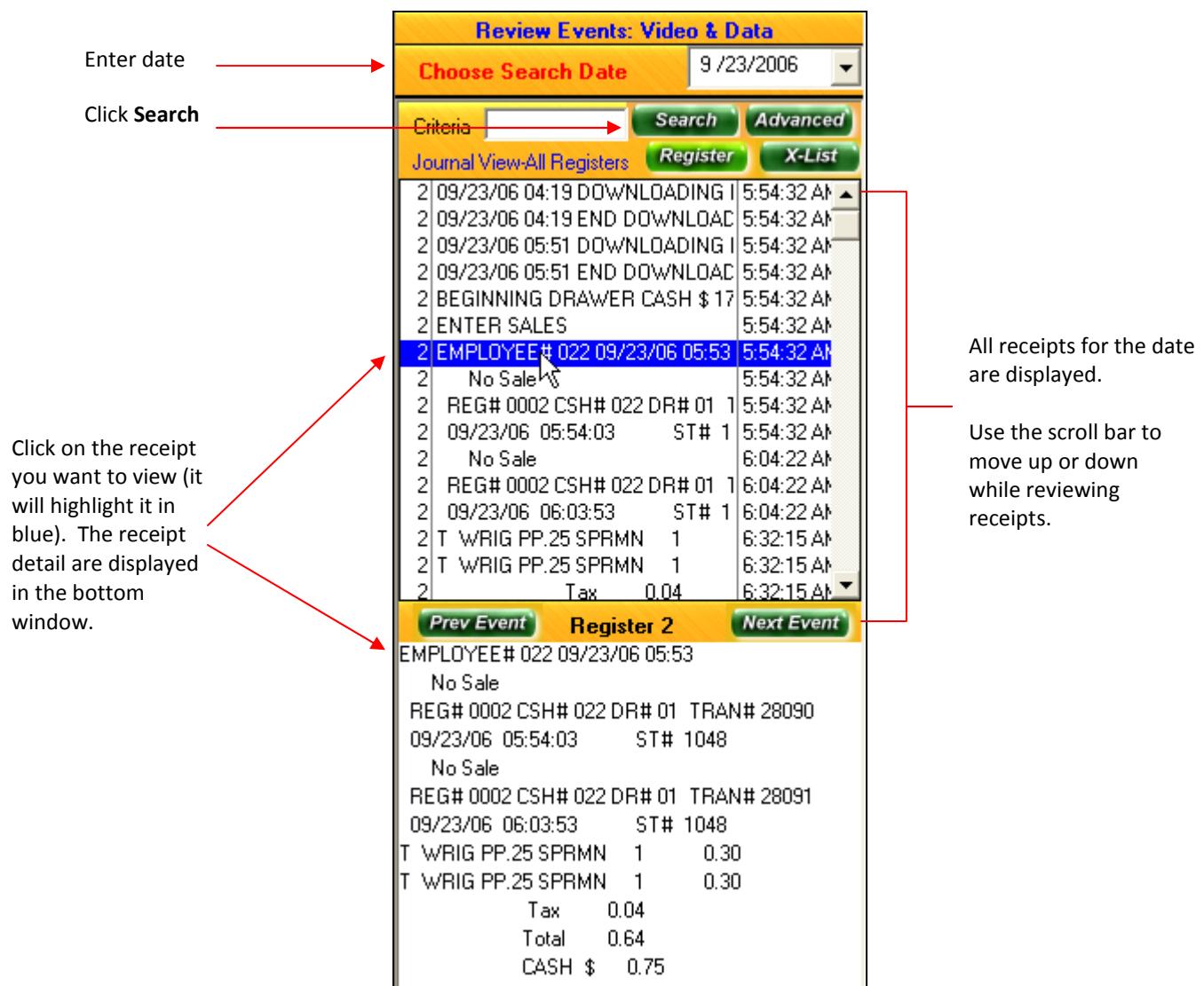
Event Type	Register	Date	Time
SHIFT CHANGE	2	12:09:39 AM	12:09:39 AM
SPEEDY STOP #4	2	12:09:39 AM	4:20:10 AM
SPEEDY STOP #4	2	12:09:39 AM	5:52:20 AM
SPEEDY STOP #4	4	12:09:39 AM	5:53:48 AM
SPEEDY STOP #4	4	12:09:39 AM	5:53:49 AM
SPEEDY STOP #4	4	12:09:39 AM	5:53:49 AM
SPEEDY STOP #4	4	12:09:39 AM	5:53:49 AM
SPEEDY STOP #4	4	12:09:39 AM	5:53:49 AM
SPEEDY STOP #4	4	12:09:39 AM	5:53:49 AM
Descr. qty amount	4	12:09:39 AM	5:53:49 AM
---	4	12:09:39 AM	5:53:49 AM
09/23/06 04:19 DOWNLOADING	2	12:09:39 AM	5:54:32 AM
09/23/06 04:19 END DOWNLOAD	2	12:09:39 AM	5:54:32 AM
09/23/06 05:51 DOWNLOADING	2	12:09:39 AM	5:54:32 AM
09/23/06 04:19 DOWNLOADING DATA FILES	2	12:09:39 AM	5:54:32 AM
09/23/06 04:19 END DOWNLOAD	2	12:09:39 AM	5:54:32 AM
09/23/06 05:51 DOWNLOADING DATA FILES	2	12:09:39 AM	5:54:32 AM
09/23/06 05:51 END DOWNLOAD	2	12:09:39 AM	5:54:32 AM
BEGINNING DRAWER CASH \$ 1768.00	2	12:09:39 AM	5:54:32 AM
ENTER SALES	2	12:09:39 AM	5:54:32 AM
EMPLOYEE# 022 09/23/06 05:53	2	12:09:39 AM	5:54:32 AM
No Sale	2	12:09:39 AM	5:54:32 AM
12:09:39.000 AM	2	12:09:39 AM	5:54:32 AM
Speed x 1	2	12:09:39 AM	5:54:32 AM

## **REVIEWING AND SEARCHING THE RECEIPT JOURNAL**

This mode lets you review archived Video and Data simultaneously.

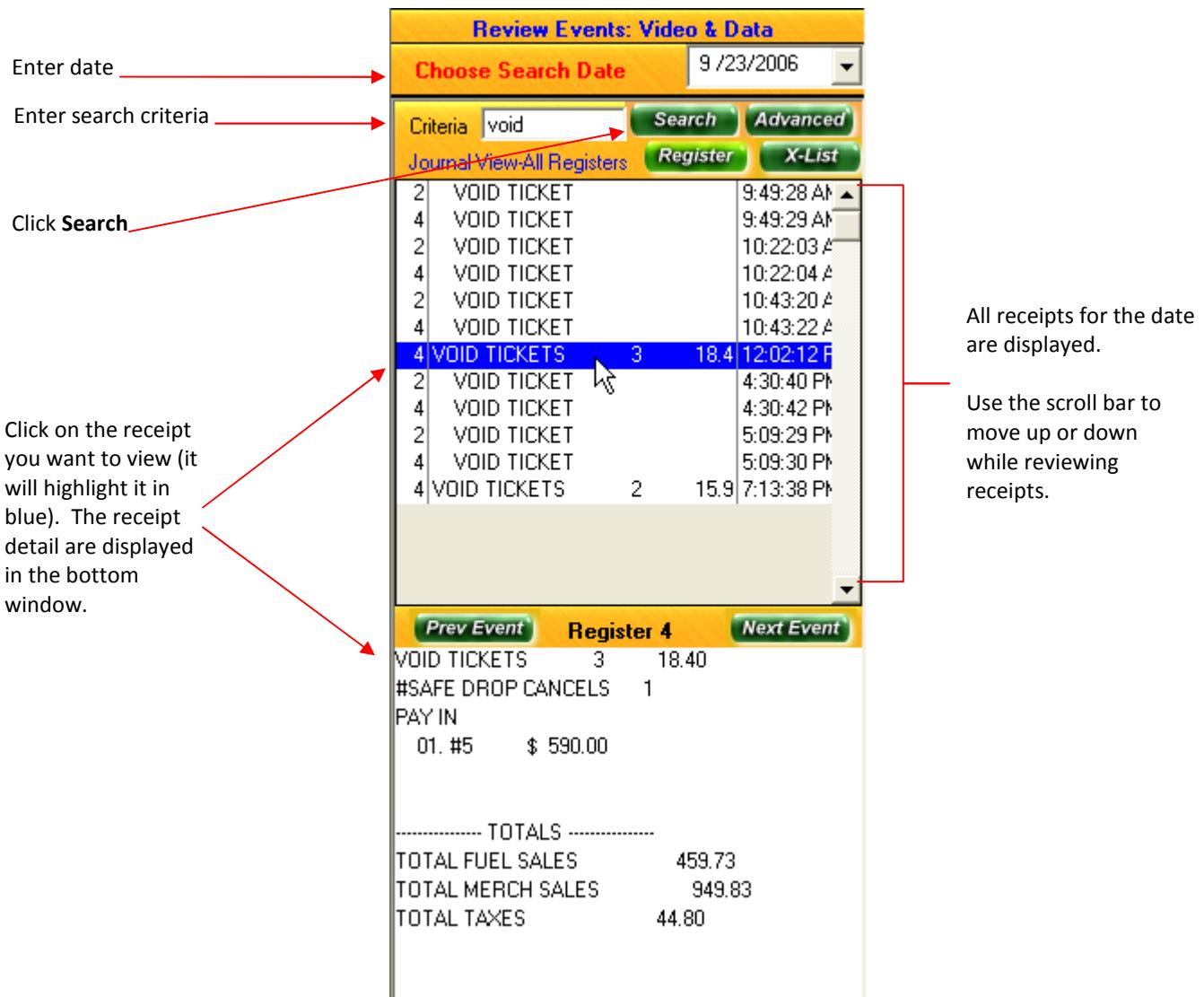
To search the receipt Journal by date (*Example: All receipts on 9/23/06*)

1. In REVIEW mode, select the **Video and Data** button.
2. Enter your date in the **Choose Search Date**.
3. Click the **Search** button to recall all data for this date.
4. The receipt Journal appears in the Journal View, scroll to the event you want to review and click it.
  - The receipt will display in the **Register** window.
  - The video event will display in your camera view.



To perform a **SIMPLE SEARCH** (*Example: All voided receipts on 9/23/06*)

1. In **REVIEW** mode, select the **Video and Data** button.
2. Enter your date in the **Choose Search Date**.
3. Enter a keyword to search for in the **Criteria** box and click the **Search** button.
5. The receipt Journal appears in the Journal View, scroll to the event you want to review and click it.
  - The receipt will be populated in the **Register** window below.
  - The video event will be populated in your camera views.



To perform an **ADVANCED SEARCH** (*Example: All voided receipts by Cashier #22 on 9/23/06*)

1. In **REVIEW** mode, select the **Video and Data** button.
2. Click on the **Advanced** search button, drop down boxes will appear and Advanced will toggle to Simple.
3. Enter your date in the **Choose Search Date**.
4. Enter a keyword to search for in the **Criteria** box.
5. Enter your choice of **Advanced** search criteria:

Criteria	void	Search	Simple										
Cashier #	<input type="button" value="▼"/>	Type	<input type="button" value="▼"/>										
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Journal View</td> <td style="width: 20%; text-align: center;">Reg</td> <td style="width: 20%; text-align: center;">CASH</td> <td style="width: 20%; text-align: center;">FUEL</td> <td style="width: 20%; text-align: center;">ITEM</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>JOURNAL SYSTEM</td> </tr> </table>				Journal View	Reg	CASH	FUEL	ITEM					JOURNAL SYSTEM
Journal View	Reg	CASH	FUEL	ITEM									
				JOURNAL SYSTEM									

Criteria	void	Search	Simple
Cashier #	<input type="button" value="▼"/>	Type	<input type="button" value="▼"/>
Amount	<input type="button" value="▼"/>	\$0.00	<input type="button" value="▼"/>
Quantity	<input type="button" value="▼"/>	Any \$	<input type="button" value="▼"/>
< <= = >= >			

6. Click the **Search** button.
7. The receipt Journal appears in the Journal View, scroll to the event you want to review and click it.

The screenshot shows the 'Review Events: Video & Data' window. At the top, there's a 'Choose Search Date' dropdown set to '9/23/2006'. Below it is a search bar with 'Criteria' set to 'void', 'Cashier #' set to '22', and 'Type' dropdowns. A red arrow points from the 'Enter date' label to the date dropdown. Another red arrow points from the 'Enter basic search criteria' label to the 'Criteria' field. A third red arrow points from the 'Enter advanced search criteria' label to the 'Type' dropdowns. A red arrow also points from the 'Click Search' label to the 'Search' button. The main area displays a list of transactions under 'Journal View-All Registers'. One transaction is highlighted in blue: '2 VOID TICKET 10:43:20A'. Red arrows point from this highlight to the 'Click on the receipt you want to view (it will highlight it in blue). The receipt detail are displayed in the bottom window.' text and to the detailed receipt information below. The receipt details include: REG# 0002 CSH# 022 DR# 01 TRAN# 28286, 09/23/06 10:42:50 ST# 1048, T MARL LT BX 2PK 1 5.98, OZARKA MTN SP WT 1 0.99, T 240Z COF/CAP EAC 1 1.19, Tax 0.48, Total 8.64, CASH \$ 20.00, CHANGE -11.36, and two more lines of transaction details at the bottom. A red bracket on the right side groups the receipt list and the bottom window, with the text 'All receipts for the date are displayed.' above it. Another red bracket groups the bottom window area with the text 'Use the scroll bar to move up or down while reviewing receipts.' below it.

**PLAY BACK VIDEO WITH CONTROL BUTTONS**

1. **Reverse / Pause / Play** buttons plays video forwards and backwards with the capability to pause. Data also plays and is synchronized with video.
2. **<Data and Data>** button moves the receipt up or down, line by line (used when dealing with a long receipt).
3. **Replay** button allows you to watch a video clip multiple times.
4. **<Video and Video>** buttons move video frame by frame. You can set your speed with the **Seconds** option.
5. **Speed- and Speed+** buttons allow you to speed up or slow down your video.
  - The current speed and time stamp is labeled.
6. **Stop** button will stop and return the video event back to the original starting time event.

Current Time Stamp and Speed

## REVIEWING THE EXCEPTION LIST

The Exception List is a compilation of saved searches specified by the Loss Prevention Manager. These quick searches allow the manager to keep a watch list of items or events for daily review. If a particular item is not within the specified boundaries, a red button appears so that the manager knows to check the item immediately.

1. In **REVIEW** mode, select the **Video and Data** button.
2. Enter your date in the **Choose Search Date**.
3. Click the green **X-List** button to bring up the Exception List.



4. **RED** buttons indicate items that should be *checked immediately*.
5. **Green** buttons indicate that the item is within the *specified range*.
6. Click a button to see the details for that item.
  - The receipt Journal appears in the Journal View.
8. Scroll to the event you want to review and click it.

Click on Red or Green button to display journal view of corresponding receipts.

Exception List	
0	Coupon
0	Drive Off
0	Manual Credit
9	No Sales
0	Non-Scanned
0	Open Drawer
0	Price Override
0	Refund
1	Suspends
22	Void

**Close**

Journal View		All Registers	Register	X-List
2	No Sale	5:54:32 AM		
2	No Sale	6:04:22 AM		
2	No Sale	6:35:58 AM		
2	No Sale	6:42:10 AM		
2	No Sale	8:19:16 AM		
2	No Sale	2:40:44 PM		
2	No Sale	6:57:25 PM		
2	No Sale	10:09:08 PM		
2	No Sale	11:55:29 PM		

**Prev Event**      **Register 2**      **Next Event**

No Sale  
REG# 0002 CSH# 022 DR# 01 TRAN# 28090  
09/23/06 05:54:03 ST# 1048  
No Sale  
REG# 0002 CSH# 022 DR# 01 TRAN# 28091  
09/23/06 06:03:53 ST# 1048  
T WRIG PP.25 SPRMN 1 0.30  
T WRIG PP.25 SPRMN 1 0.30  
Tax 0.04  
Total 0.64  
CASH \$ 0.75  
CHANGE -0.11

**05:54:32.000 AM**      Speed x 1

9 Results for NO SALES listed in the Journal.

Details for red highlighted event in Journal:  
**Register #2, NO SALE at 5:54:32**

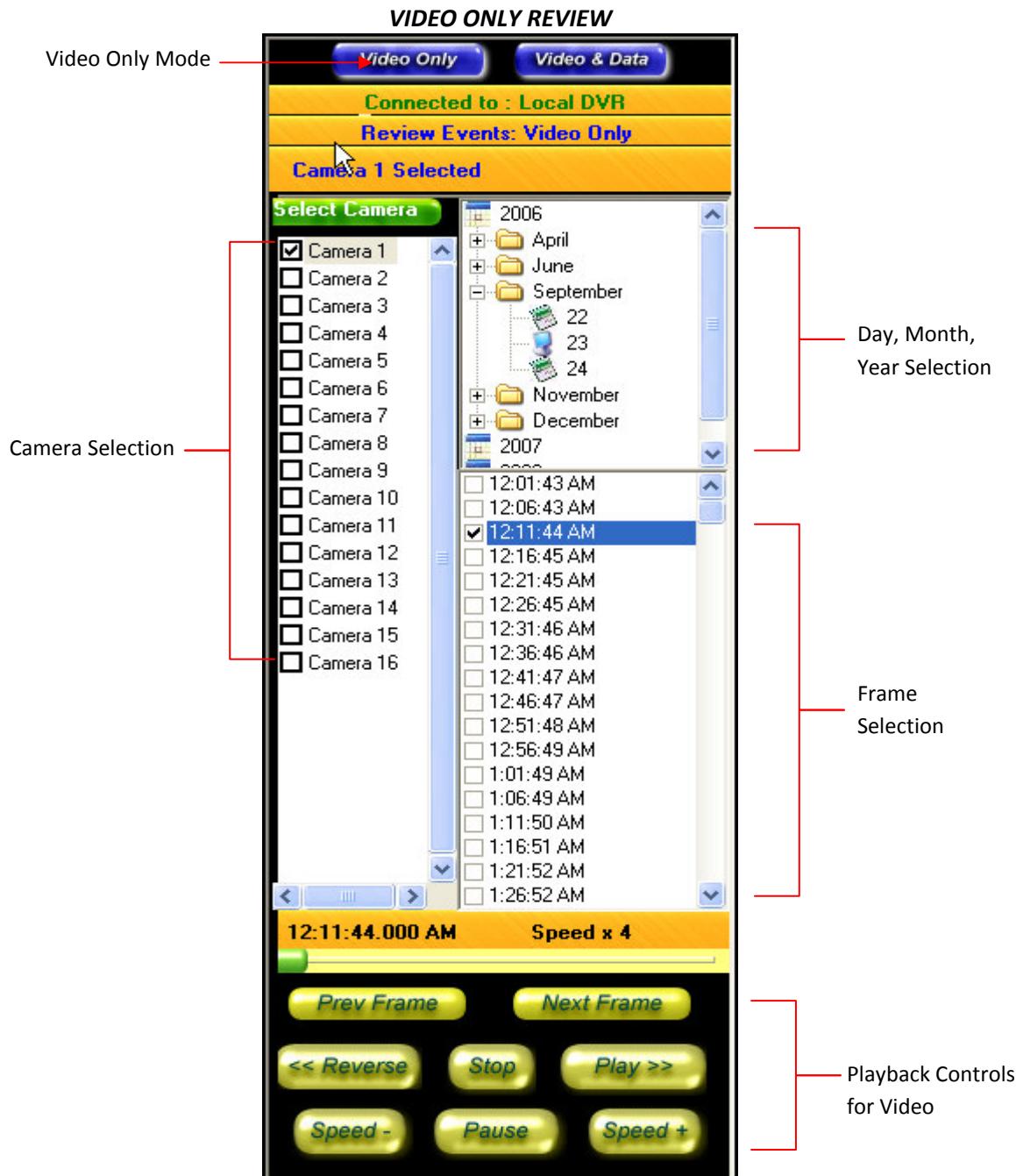
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## **REVIEW MODE: VIDEO ONLY**

This mode lets you review ARCHIVED VIDEO only.

1. Click on the **REVIEW** mode button.
2. Choose **Video Only**.



## **REVIEWING VIDEO ONLY**

1. In **REVIEW** mode, select the **Video Only** button.
2. Select the camera you would like to view and click the **Select Camera** button.

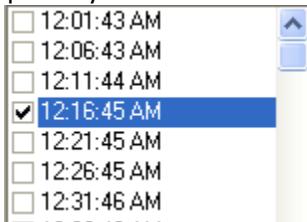


- Check any additional cameras that will complement this view.
- All video is synchronized to recorded video on primary camera.
- Other video may be present but not viewable on secondary cameras.

3. Select the date you would like to view:
  - Double click on the **year** you would like to view.
  - Double click the **month** you would like to view.
  - Click on the **day** you would like to view.

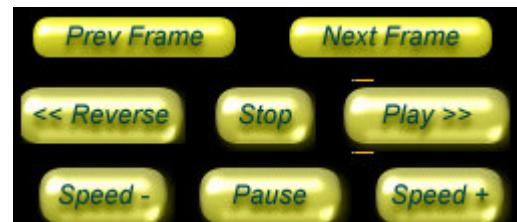


4. Click on the **time** you would like to view.
  - The video for that event will be populated in your camera views.
  - The primary camera will be displayed first in the upper left hand corner.



## **PLAY BACK VIDEO WITH CONTROL BUTTONS**

1. Click **Play** to play video clip.
2. Click **Speed+** to increase viewing speed from  $\frac{1}{2}$ x's to 8x's.
3. Click **Speed-** to decrease viewing speed from  $\frac{1}{2}$ x's to 8x's.
4. Click **Next Frame** to advance forward 1 frame..
5. Click **Prev Frame** to reverse by .1 seconds.

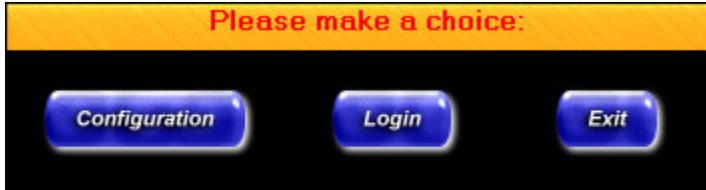


## **SWITCHING USERS**

1. Click the **Configuration** button at the bottom of the screen.



2. Click the **Login** button.



3. Type in your **User ID** and **password** and click the **Login** button.

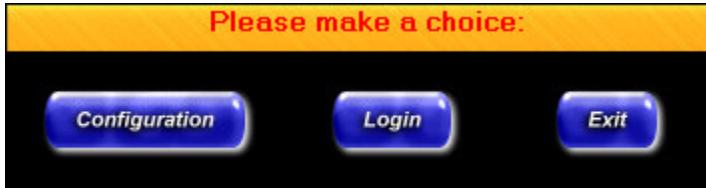
The dialog box has a title "Login" and a sub-title "Transearch Login". It contains three input fields: "Please Type Your Login Below", "Login ID:", and "Password:". At the bottom are two buttons: "Login" and "Cancel".

## **EXITING TRANSEARCH** (You must have appropriate authorization to exit)

1. Click the **Configuration** button.



2. Click the **Exit** button.



3. Select **Close Transearch**.

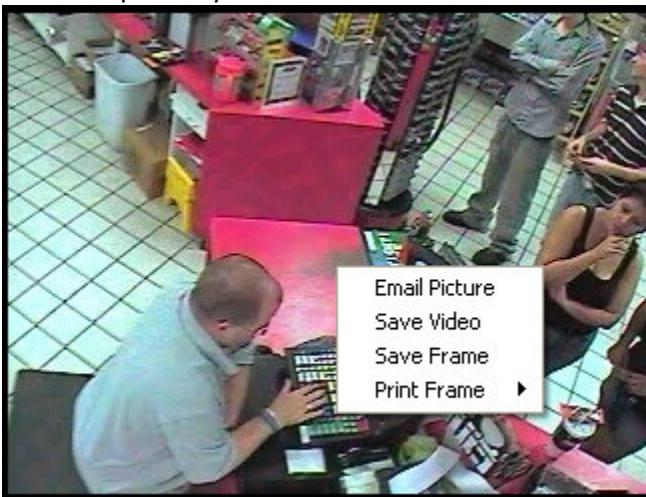


## PART THREE: SHORTCUTS

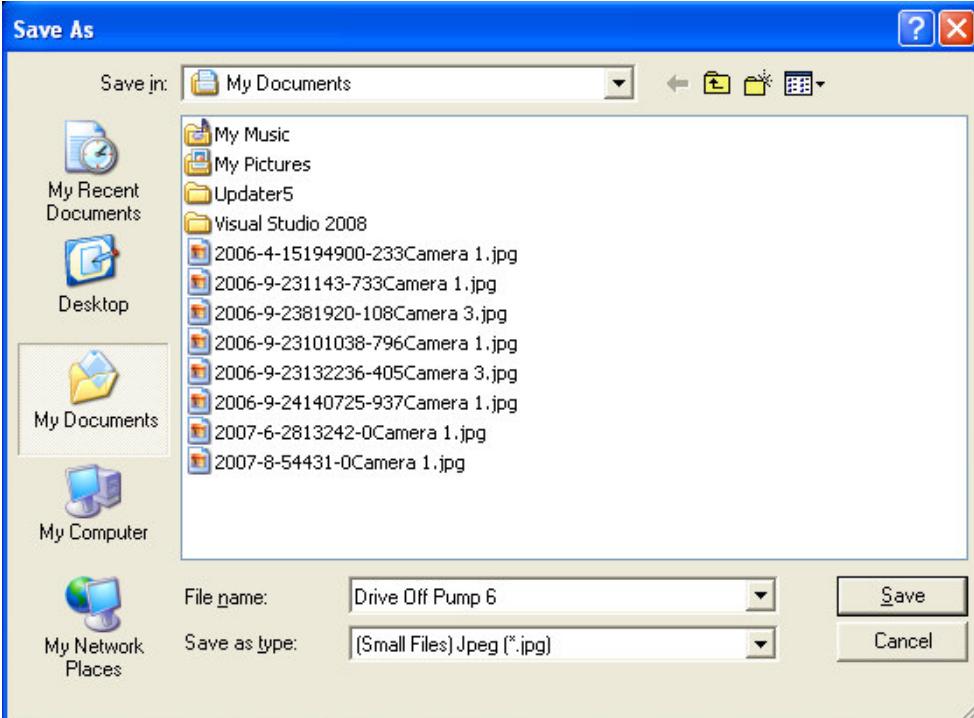
Converts proprietary video format to standard windows media file format; does not include audio. If audio is needed, you must use the Backup feature.

### SAVING PICTURES

1. Right click on the picture you want to save and click on **Save Frame**.



2. **Save In:** Choose the location to save the picture in.
3. **File Name:** Give the file a descriptive name (example: Drive Off on Pump 6)
  - Default name will let you know what time the video started.
4. **Save as type:** Choose (\*.jpg) for small or medium files or (\*.bmp) for high quality large image size.



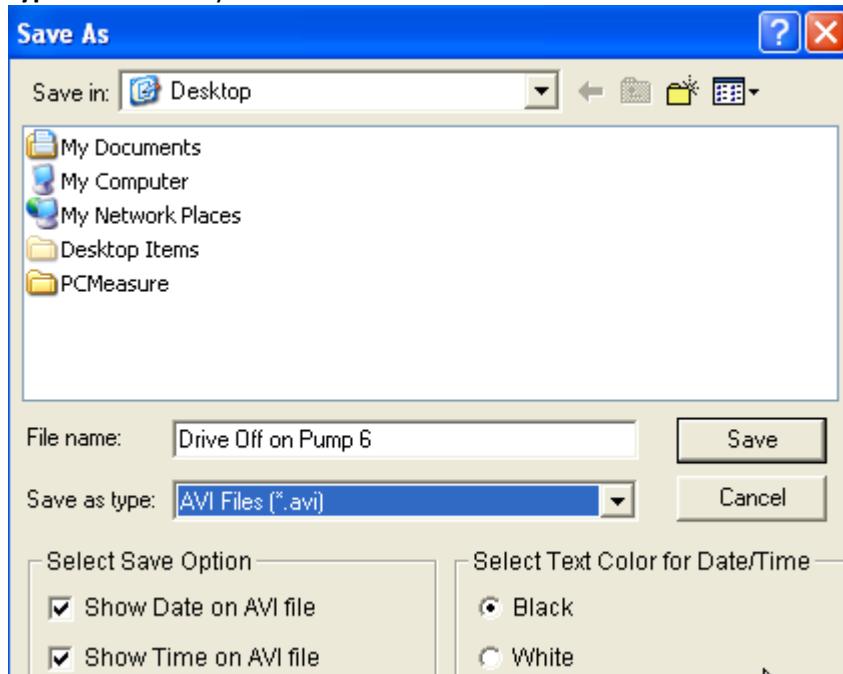
5. Click the **SAVE** button.
  - Saves the current picture with time code.

## **SAVING VIDEOS**

1. Right click on the picture you want to save and click on **Save Video**.



2. **Save In:** Choose the location to save the picture in.
3. **File Name:** Give the file a descriptive name (example: Drive Off on Pump 6)
  - Default name will let you know what time the video started.
4. **Save as type:** AVI file only.



5. Click the **SAVE** button.
  - Saves the current picture with time code.
  - Depending on configuration, your video will be saved in 1-5 minute clips.

## **PRINTING PICTURES**

1. Right click on the picture and click on **PRINT FRAME**.
2. Choose **Half** page for 320x240 resolution.
3. Choose **Full** page for 640x480 resolution.
4. Choose **Hi and Low Res** to print both resolutions.

## **EMAILING PICTURES (Not available in LIVE mode's Multicam feature.)**

1. Right click on the picture and click on **EMAIL PICTURE**.
2. Choose your email recipients from the **Email Address List** and click the **TO>>** button.
  - Only approved recipients are listed.
3. Enter any other contacts you want to email or copy.
4. Enter your subject line and message and click **SEND**.
5. Click on **CANCEL** after sending to cancel the send.
6. Click on **DONE** once your email has been sent.
7. Click on **CLEAR** to clear document from queue.



## **PRINTING or EMAILING REPORTS**

Gulfcoast Software Solutions offers extensive reporting capabilities. For a list of reports that are available for your POS system, contact Gulfcoast at 727-449-2296. You can preview, print, and email reports.

1. Click on the **Reports** button on the bottom of the screen.
2. Select the **date**.
3. Select the **report** you want to print, preview, or email



4. Select the **Print, Email, or Preview** option from the Options Menu.
- If you select Print, the results report will be sent to your default printer.
  - Use **Add to Queue** and **Clear Queue** when emailing multiple reports.
  - For emailing, follow the procedures in the **Emailing Pictures** section.
  - Report will be sent in a PDF format.

Item	Maximum Allowed	Actual
Coupon	1	0
Drive Off	1	0
Manual Credit	1	0
No Sales	1	9
Non-Scanned	1	0
Non-Scanned	2	0
Open Drawer	1	0
Price Override	1	0
Refund	1	0
Suspends	1	1
Void	1	17
Void	2	22

**SAMPLE REPORT FOR SHIFT ANALYSIS REPORT**

The screenshot shows a software application window titled "Report Display". The main content area is titled "Shift Analysis Report" and "FridayShift 1". Below this, there is a table with the following columns: Cashier, Date, Merch Sales, % of Sales, Customer Count, Avg Trans, No Sales, and Over Rings. The table contains the following data:

Cashier	Date	Merch Sales	% of Sales	Customer Count	Avg Trans	No Sales	Over Rings
	2/22/2008	0	0%	0	0.00	0	0
	2/15/2008	0	0%	0	0.00	0	0
	2/8/2008	0	0%	0	0.00	0	0
	2/1/2008	0	0%	0	0.00	0	0
	1/25/2008	0	0%	0	0.00	0	0
	1/18/2008	0	0%	0	0.00	0	0
	1/11/2008	0	0%	0	0.00	0	0
	1/4/2008	0	0%	0	0.00	0	0

## **PART FOUR: BACKUP**

Gulfcoast Software's backup options allow you to backup data, video, audio, and playback software, and also allow you to browse to any other resources you wish to backup.

### **STEP ONE:**

1. To perform a backup Click on the **Backup** utility button.
2. If you want to exit the backup procedure, click the Backup button again.

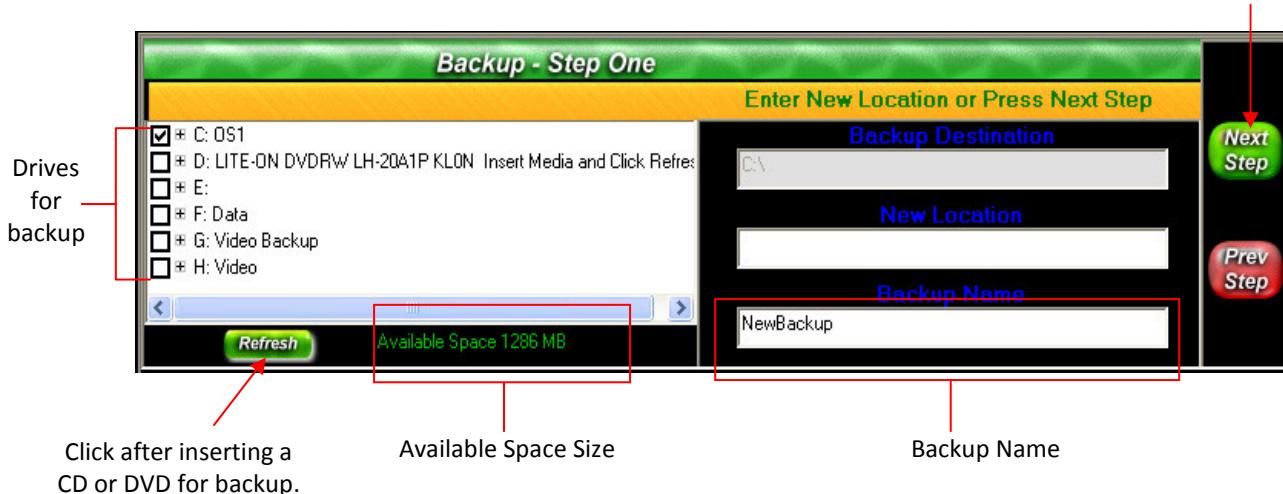


### **STEP TWO**

1. Select the drive on which you want to store the backup. (*example below: C:OS1*)

- You can backup to a CD, DVD, hard drive, or Flash Drive.
- On most DVDR's, the front USB connectors are disabled.
- **Drive D:** Insert Media (CD or DVD) and Click **Refresh**. New Dual Layer DVD now supported.
- **Available space** must be greater than zero (0) to proceed.

Click when ready  
to start backup.



Click after inserting a

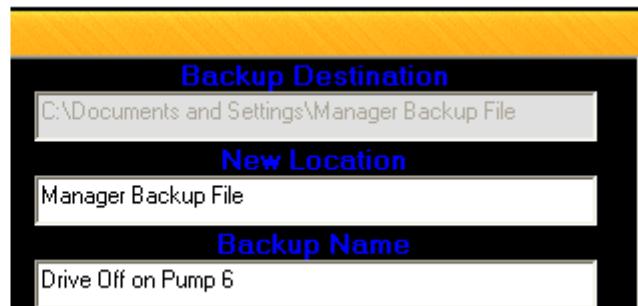
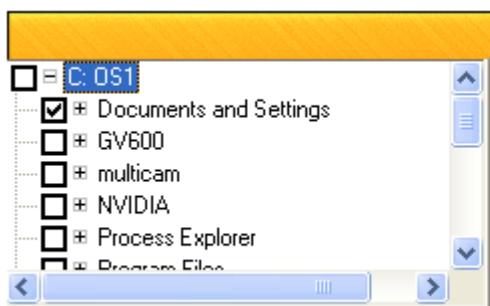
CD or DVD for backup.

Available Space Size

Backup Name

2. Right Click on the plus icon (+) next to the selected drive to see a selection of folders to save to.

- Option 1: Select the folder you wish to save to
- Option 2: Type a new folder name in the **New Location** field to create when the backup is started.



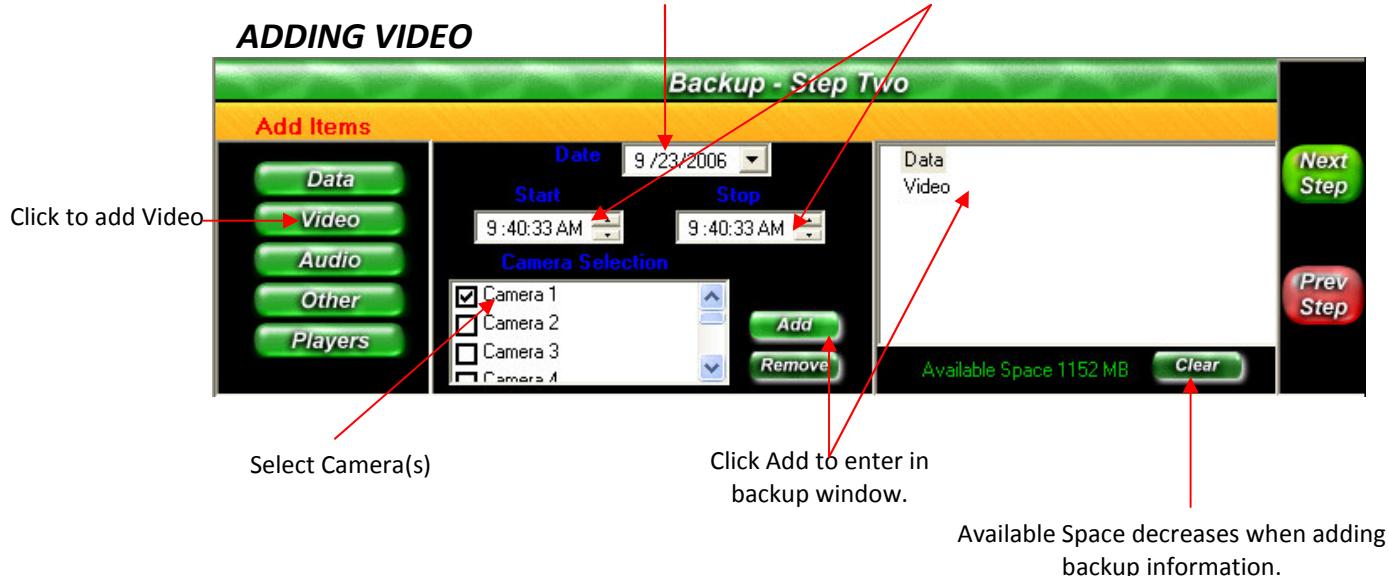
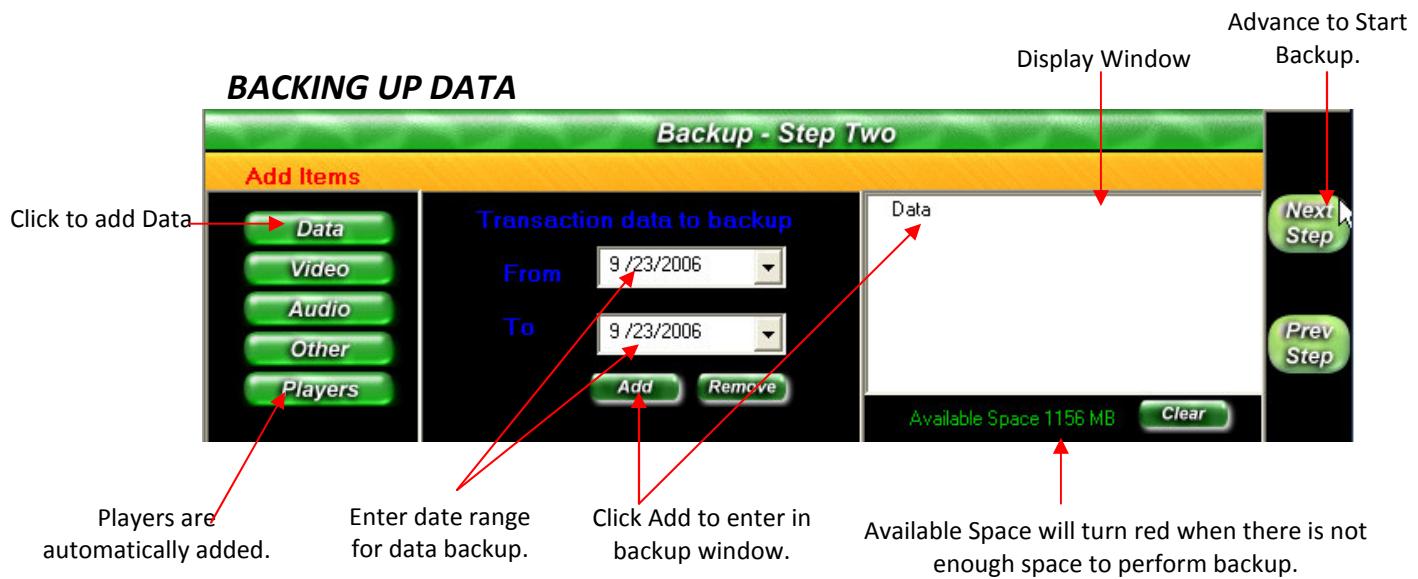
3. Enter a **Backup Name**.

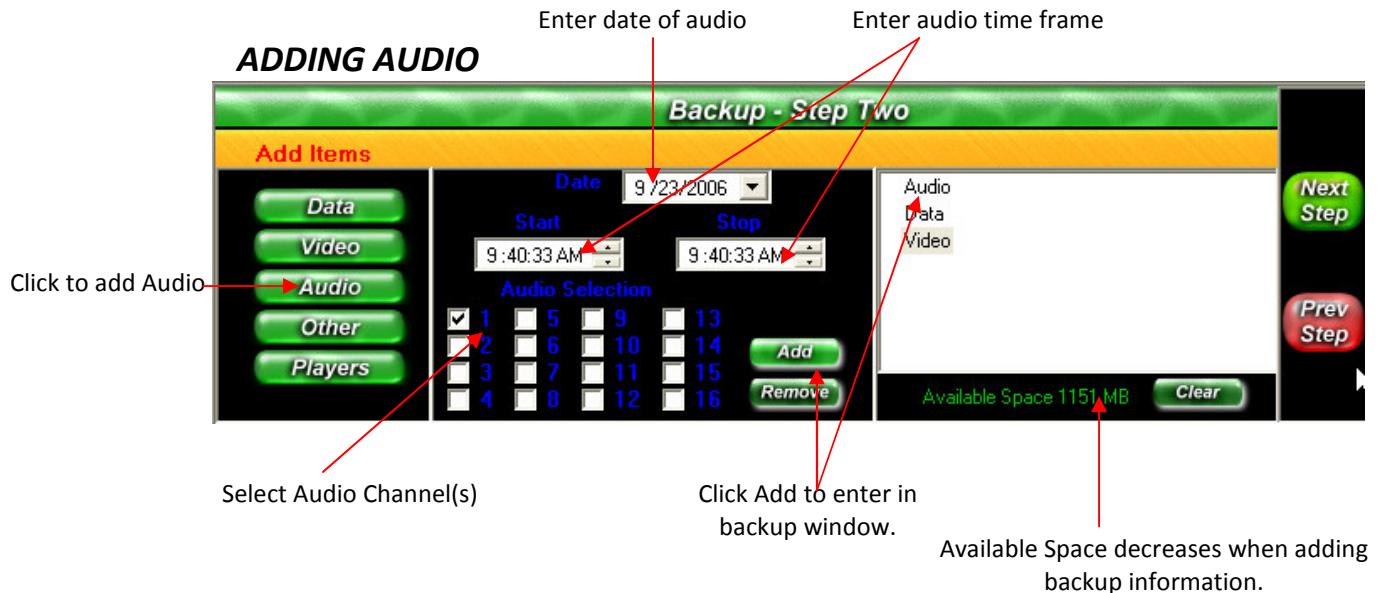
4. Click **Next Step**.

- If button stays red it means no available space or backup name.

### **STEP THREE**

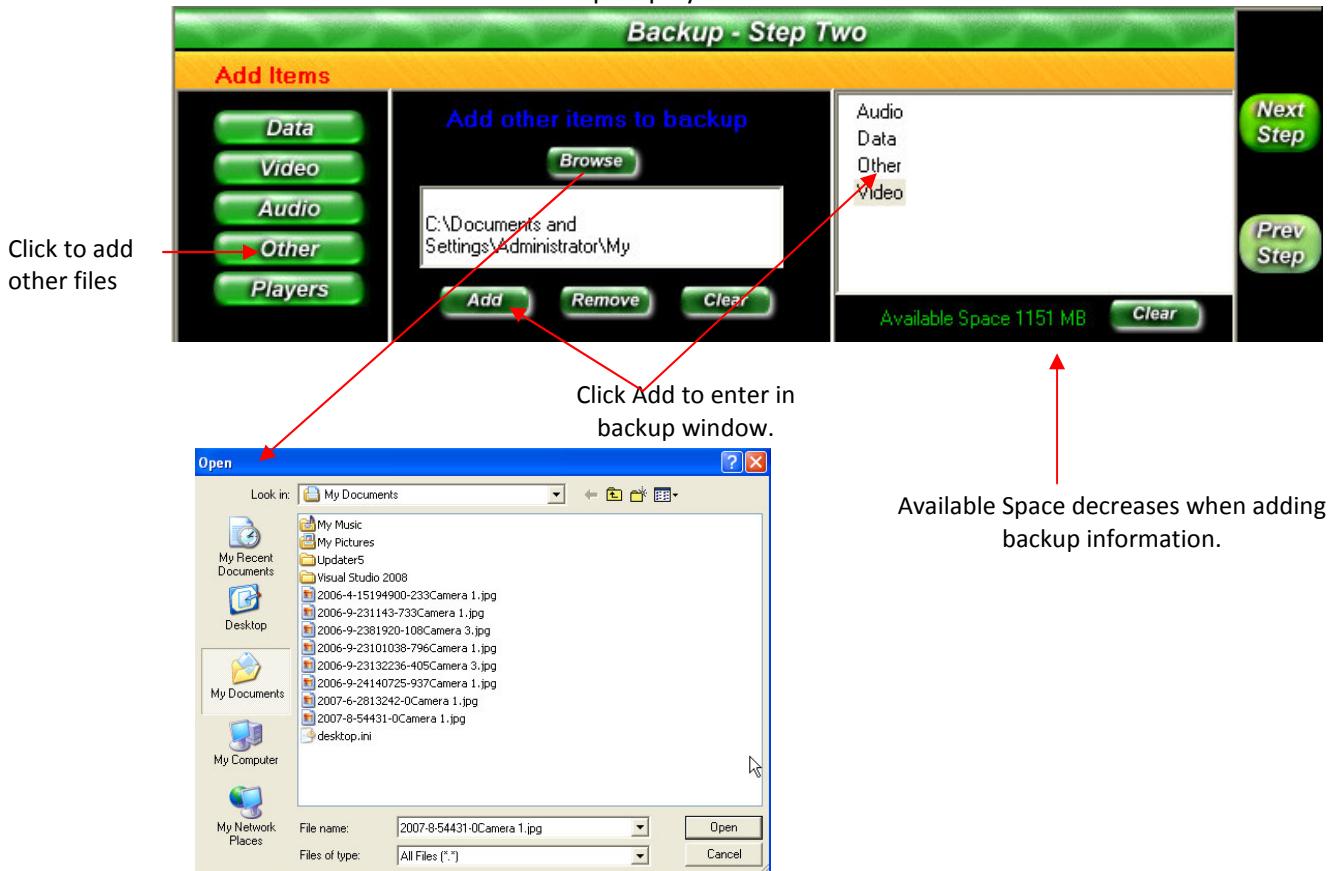
1. Click on the button for the type of data you want to backup.
  - **Data:** Date range for data backup
  - **Video:** Date, Time Frame, Camera Views
  - **Audio:** Date, Time Frame, Audio Channel
  
2. Click the **ADD** button after each item's information is completed to add it to the display window.
  - **Available Space** should be green; as you add items, your available space will decrease.
  - If available space is zero (0) or negative, no more data may be added; you must remove some data before continuing to the **Next Step**.
  - **NOTE:** At any time you want to remove an item from the display window, simply click on that item and click the **Remove** button. If you want to clear them all at once, click the **Clear** button.





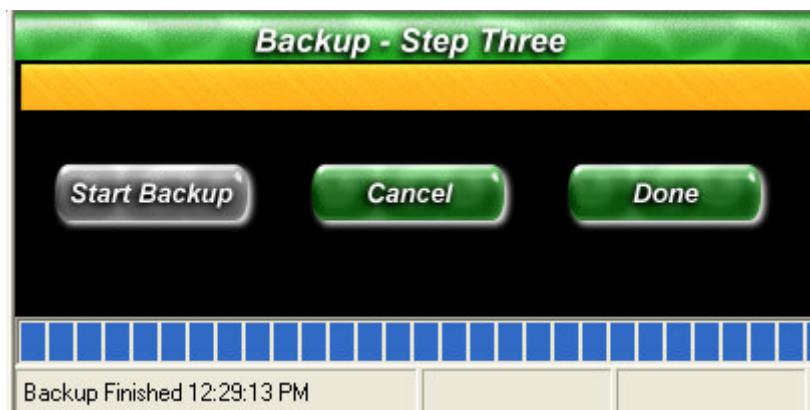
### ADDING OTHER FILES

1. Click the **Other** button.
2. Click the **Browse** button to find files you want to backup.
3. Locate the file you want to backup and click the **Open** button.
  - The file is populated in the display window below the **Browse** button.
4. Click **Add** to add to the backup display window.



#### **STEP FOUR**

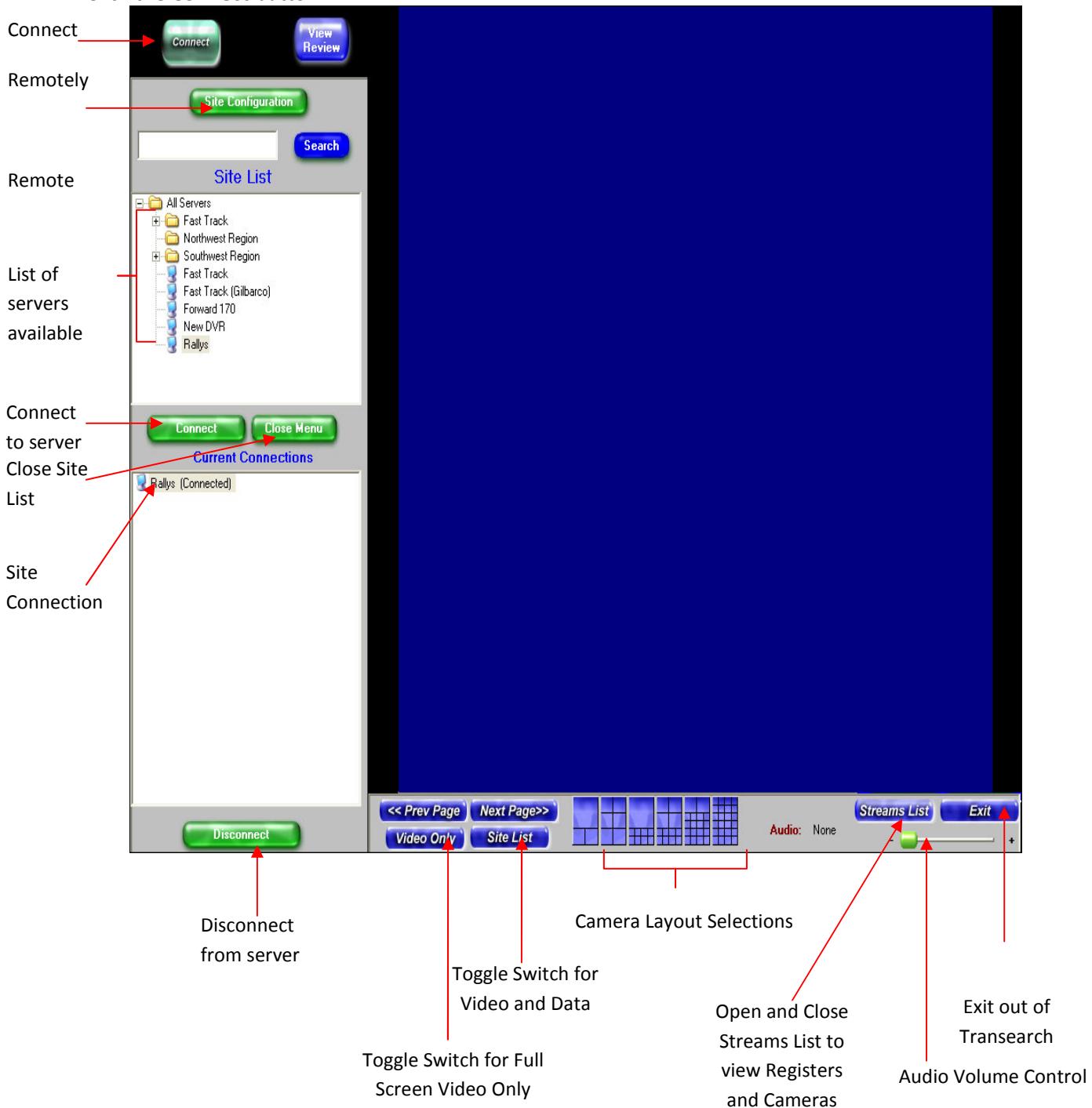
1. Click the **Next Step** button.
2. Begin the backup by clicking the **Start Backup** button.
  - A progress bar will show the percentage (%) of backup completed.
3. You may **Cancel** the a backup at any time but if files have already started copying then clicking cancel will not remove already copied files. Also, if backing up to CD or DVD, canceling may make the disk unusable.
4. Click the **Done** button when the backup is complete.
  - The **Done** button will turn green when completed.
  - When backing up to CD or DVD the disk will automatically pop out.



## REMOTE CLIENT ACCESS

### PART ONE: CONNECT TO REMOTE SERVER(S)

1. Click on **Connect**.
2. Click on **Remote Sites**.
3. Click on the **Server(s)** you want to connect to.
4. Click the **Connect** button.



## PART TWO: CONNECT TO VIDEO ON REMOTE SERVER

1. Click the **Streams List** and then the plus signs (+) to open the Streams List options.
2. Click on the **Camera(s)** you wish to connect to and click the **Open** button.
  - Click **All Video** to select all cameras.
  - Cameras that are open are listed in green.
  - Each camera view is labeled by camera name.
3. Click **Streams List** to close list.
4. **Multiple cameras** (up to 65) can be viewed by selecting a camera layout or by clicking the **Prev Page** and **Next Page** buttons.



5. Click the **Video Only** button to display only camera views – no data.
  - Click the **Video & Data** button to return to the data screen.
6. **Multiple cameras** (up to 65) can be viewed by selecting a camera layout or by clicking the **Prev Page** and **Next Page** buttons.



### PART THREE: CONNECT TO DATA ON REMOTE SERVER

1. Click the **Close Menu** button to close the **Site List**.



2. Click the **Sites** button to select which remote server you want to view data from.
3. Click the **Streams** button to display the device you want data from.



Choose Site and Device you want to view.

First Data Stream Display Window

Choose Site and Device you want to view.

Second Data Stream Display Window

## PART FOUR: CONNECT TO AUDIO ON REMOTE SERVER

Audio will only display in the Streams List for sites that have Audio configured.

1. Click the **Streams List** and then the plus signs (+) to open the Stream List options.
2. Click on the **Audio channel** you wish to connect to and click the **Open** button.
  - Channels that are open are listed in green.
3. Click **Streams List** to close list.
4. Change the volume with the Audio volume controls.



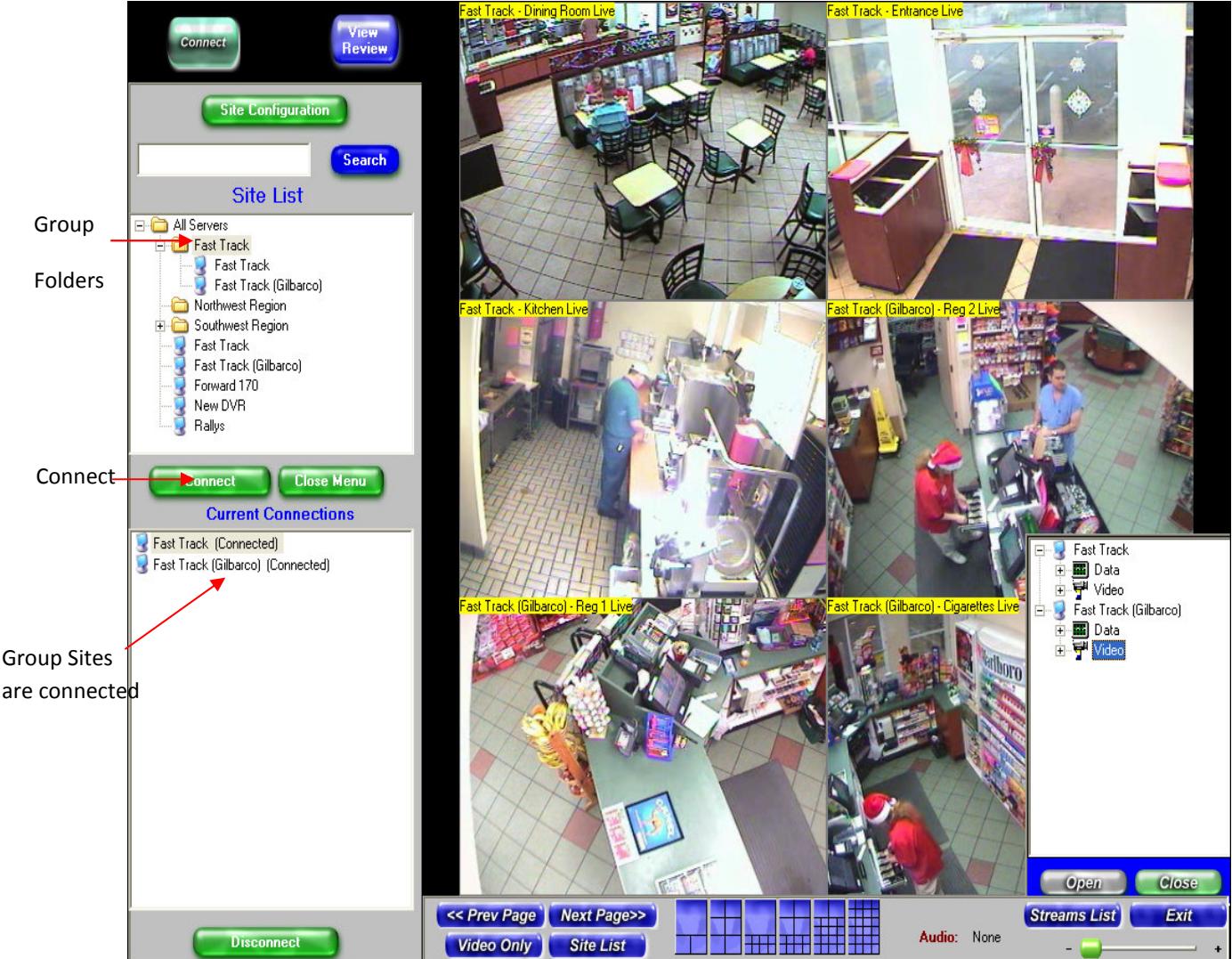
Volume Controls

## PART FIVE: CONNECT TO SERVER GROUPS

1. Click the **Sites List** button.



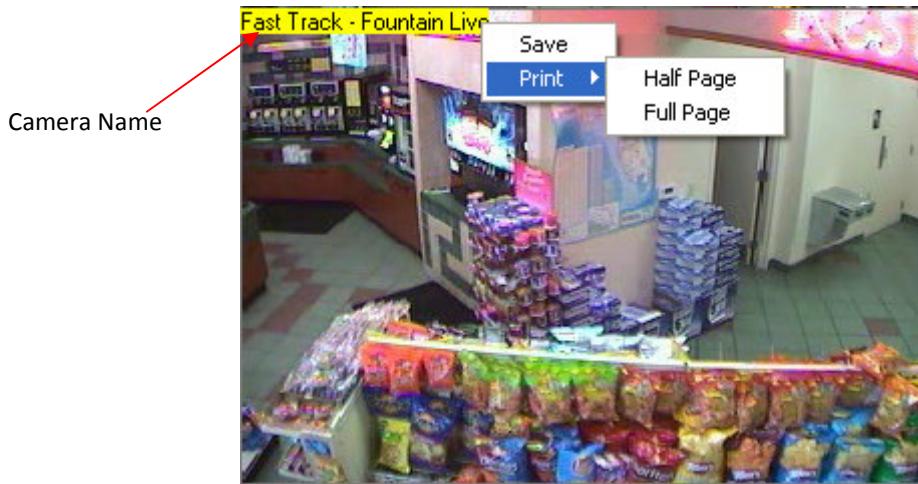
2. Click on the **Group Folder** you want to connect to.
3. Click the **Connect** button.
4. View Video, Data, and Audio as previously instructed.



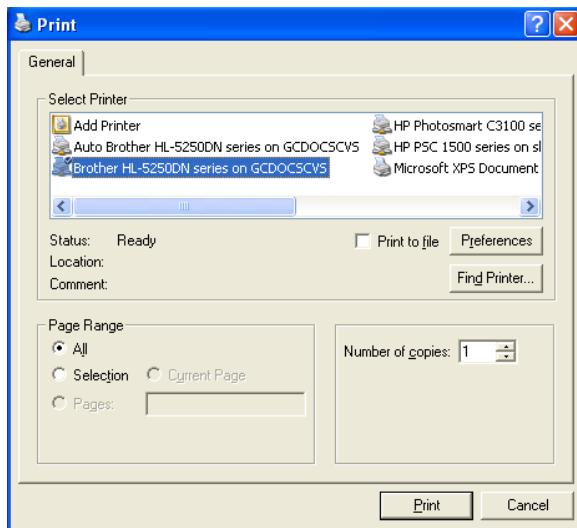
## **PART SIX: PRINT OR SAVE**

### **To print a picture**

1. Click on Camera Name and choose Print.
2. Choose Half Page or Full Page.

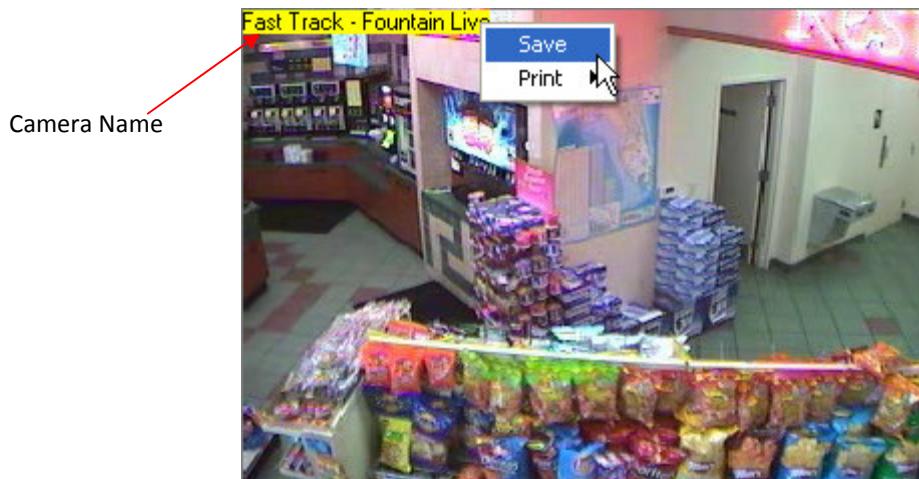


3. Choose which printer you want to use and click **Print**.

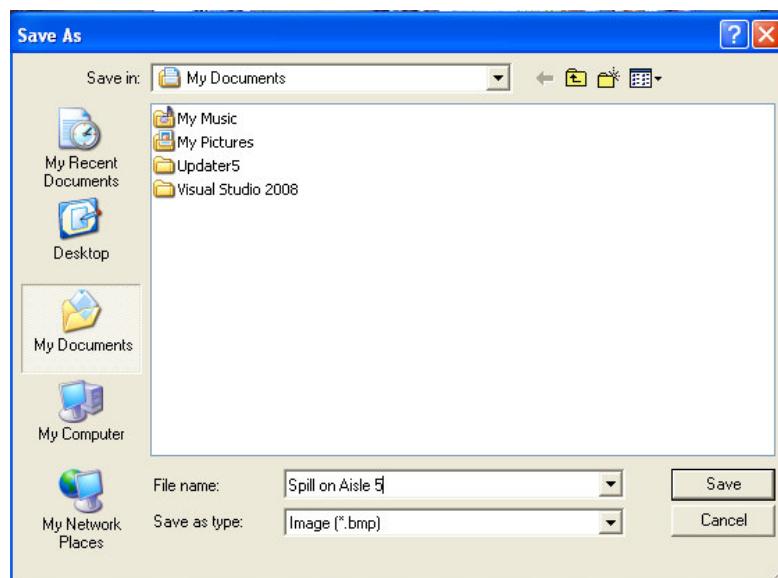


### **To save a picture**

1. Click on Camera Name and choose **Save**.



2. Choose which file you want to save your picture in.
3. Name your file.
4. Choose your file type (\*.bmp).
5. Click **Save**.



**PART SIX: EXIT TRANSEARCH** (Exits to Windows)

1. Click the **Exit** button and choose **Exit Transearch**.



**NOTE:** If you want to return to Review or Live mode just click their respective buttons. Only click this button if you want to exit the Transearch software.

## REMOTE PLAYBACK

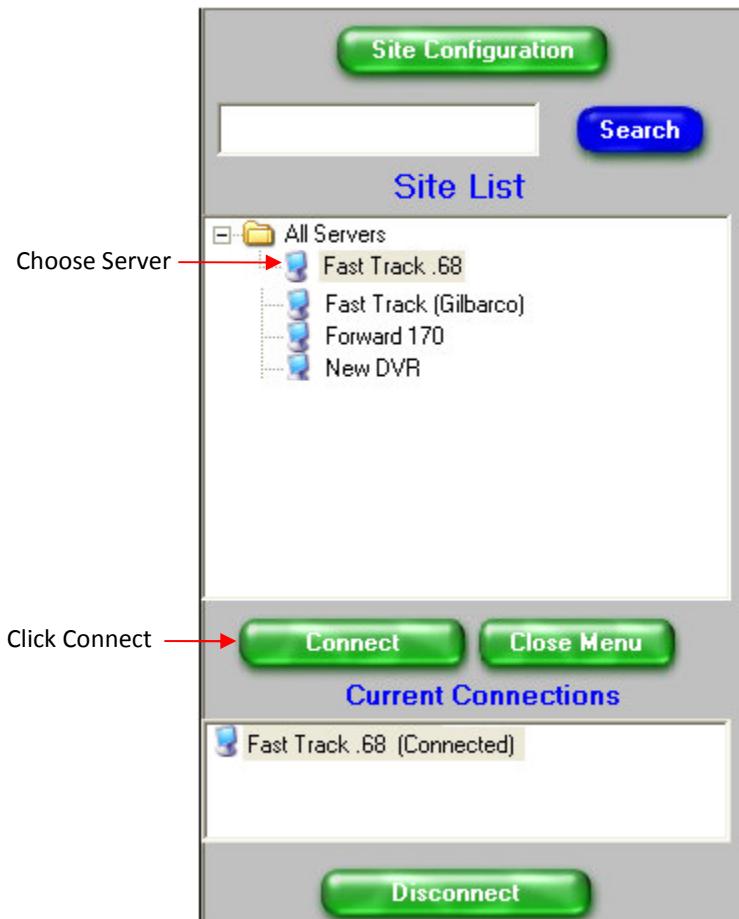
Transearch v3.3 only: The software does not have to be registered to use for any remote operations.

### CONNECT TO REMOTE SERVER(S)

5. Click the **Connect** button and choose **Remote Sites**.



6. Click on the **Server(s)** you want to connect to and click the **Connect** button.

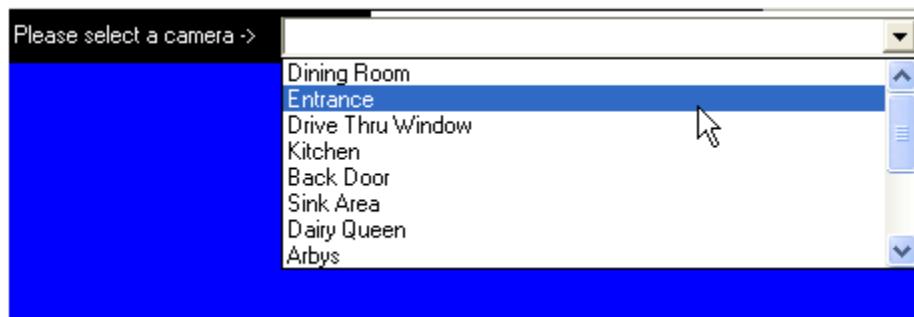


### **REVIEW VIDEO (Limited to 1 camera view at a time)**

1. Click the **Review** button and choose the site you want to review.  
(If you do not see the site you want to review, then click on the **Sites List** button at the bottom and connect to the site, it should now appear under **Review (Site list)**).



2. Click the down arrow button in the "Please Select a camera" field **choose a camera**.



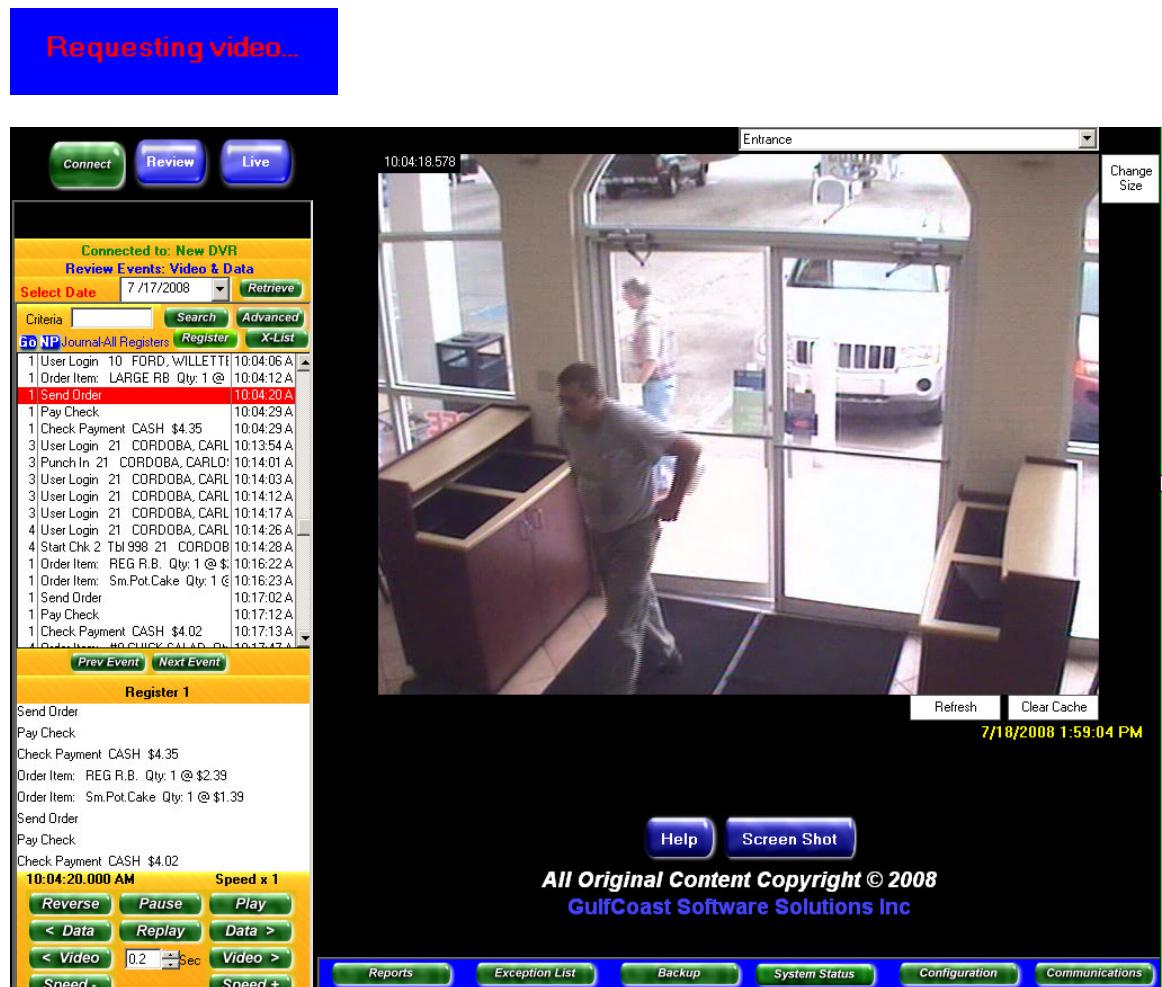
3. **Select the date** you want to review and click the **Retrieve** button.

You should see a progress bar as the data is being downloaded to your system, you may cancel the download by clicking **Stop**. If for some reason the data fails to transfer, an error message will appear asking if you want to redownload.



**NOTE:** All search features are available remotely that are available locally; however, you can customize your very own **Exception List (Xlist)**. This Xlist will apply to your system only and will not change the Xlist at the store, please see the *Software Configuration Manual* for programming the Xlist.

4. Click on the journal item you want to review, the camera display should say **Requesting Video** and then start displaying video. (Depending on your network bandwidth, this pause may be a few seconds to around 30 seconds).



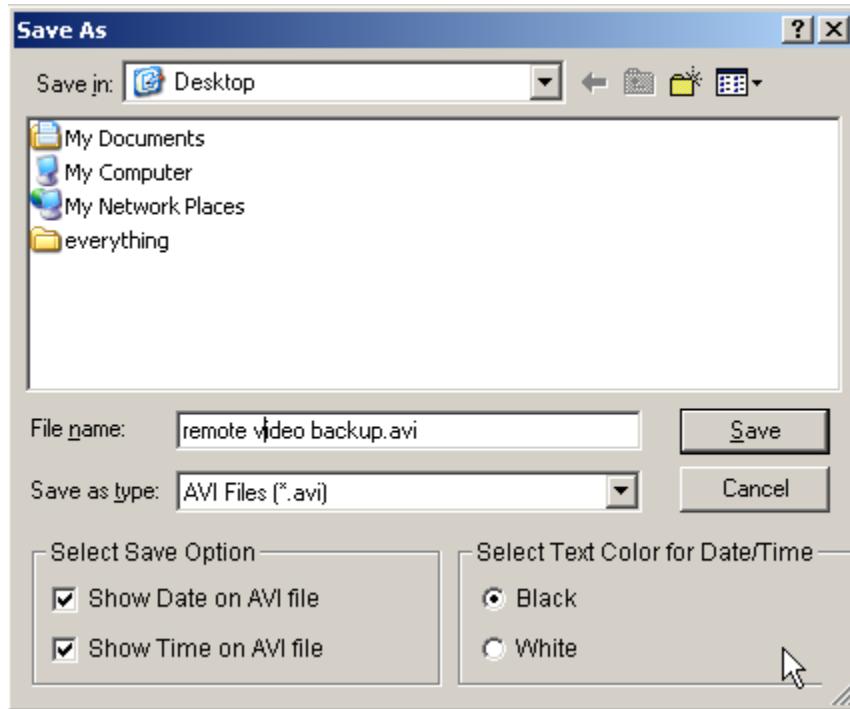
- Transearch will retrieve video as close to the time you requested as possible.
- You may see video start to play and the words **Buffering xx.xx%**. Transearch will display its buffered video as it comes in until it reaches the time you requested.
- You will notice the time of each frame of video by looking at the upper left corner of the video display.
- You can now use the all the standard Play, Reverse, etc buttons as if you are at the local store.
- All Right-Click functionality (Print, Save Frame, Save Video) is also available remotely.
- All video is buffered on a first come first serve basis, so there may be some delays as Transearch attempts to keep up with your requests.
- You may have to click Play/Reverse then Pause to get video to start downloading.
- Occasionally, Transearch may not display any video, get stuck on a video, or stuck on requesting video, please click the **refresh** button. This should cancel all download requests and allow you to start over. If for some reason, the refresh does not work, you may have to close and reopen Transearch. There is an automatic cache size of 500M set aside to store downloaded video.

## **REMOTE VIDEO BACKUP**

1. Right click on the picture at the video spot you want to save and choose **Save Video**.



2. In the **Save As** dialog box choose **Desktop** in the **Save In** field and name your file (example: Remote Video Backup). Click the **Save** button.



**NOTE:** You will receive a confirmation that your backup was successful. Click the **OK** button.



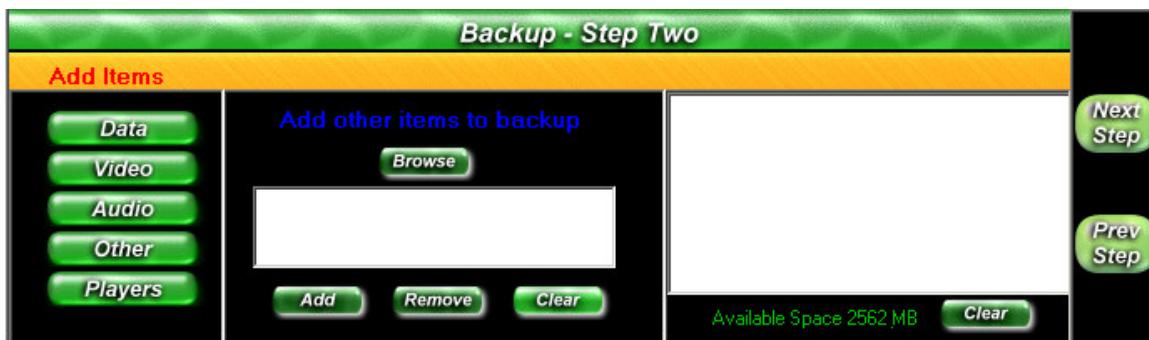
3. Click the **Backup** button at the bottom of the Transearch window.



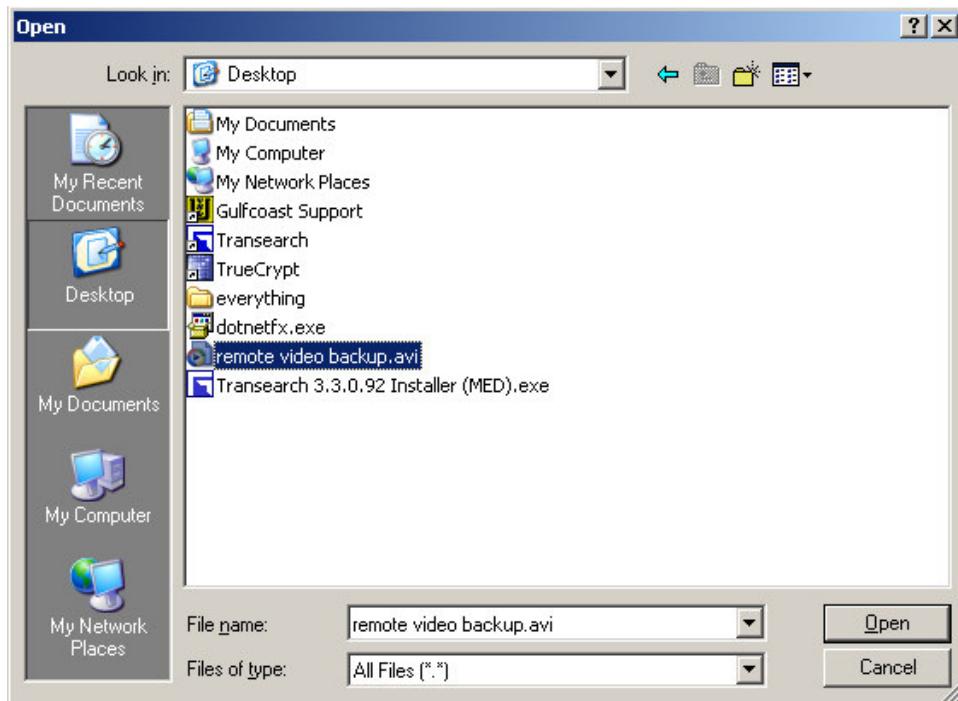
4. **BACKUP STEP ONE:** Click the **check box** next to the **backup drive** you want to use (example: C: drive) and click the green Next Step button. (For more instructions on backing up video, see the **Transearch User Manual: Backing Up Video** section.)



5. **BACKUP STEP TWO:** Click the **Other** button.



6. In the **Open** file dialog box locate the file you saved earlier (example: Desktop), click on the file you backed up (example: remote video backup), and click the **Open** button.



7. Click the Add button and you will see your type of data displayed in the next window. If you want to remove this file, click on the name ("other") and click the **Clear** button and start again. (Repeat this procedure if you have multiple files to backup.)

Two windows side-by-side. The left window has a title "Add other items to backup" and a "Browse" button. It contains a text input field with the path "C:\Documents and Settings\Administrator\Desktop\remote video backup.avi". Below it are "Add", "Remove", and "Clear" buttons. The right window has a title "Other" and a "Clear" button at the bottom. At the bottom of the left window, it says "Available Space 2561 MB".

8. Click the **Players** button (this will download the Transearch media player you need to play the file) and click the check box for **Playback Tools**.



9. **BACKUP STEP THREE:** Click the Start Backup button.



10. Click the Done button when your backup is complete.

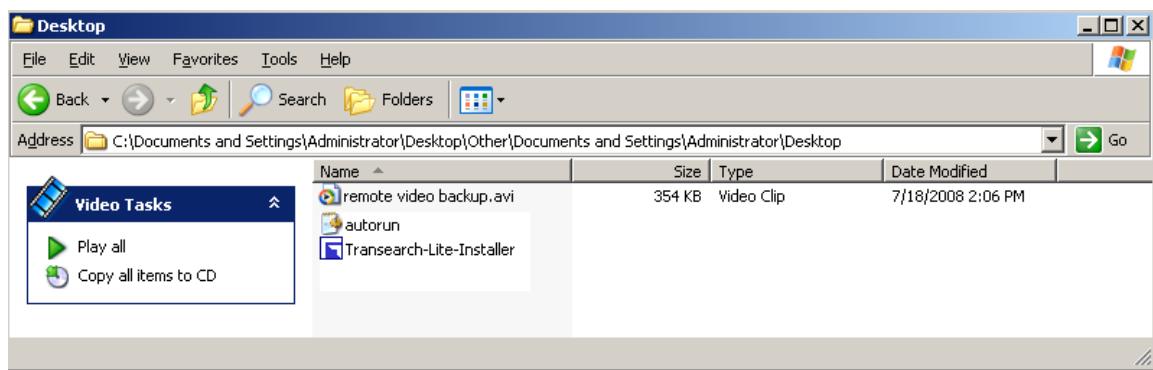


#### **REVIEW VIDEO ON BACKUP DRIVE**

You can review your video with Windows Media Player or with Transearch.

If you use a CD for your backup it will automatically install Transearch, if not, follow these steps:

1. Open the new folder that was created during the backup on the media that you backed up to (example: hard drive, CD, USB, etc.) and double click the **Transearch-Lite-Installer** to open and run the file.



2. If you have any problems.....call our HELP DESK AT 727-449-2296 (8AM-5PM).  
24hr Emergency Line: (727) 656-3585.

## REMOTE WEB ACCESS USING WINDOWS XP AND IE6.0 ONLY

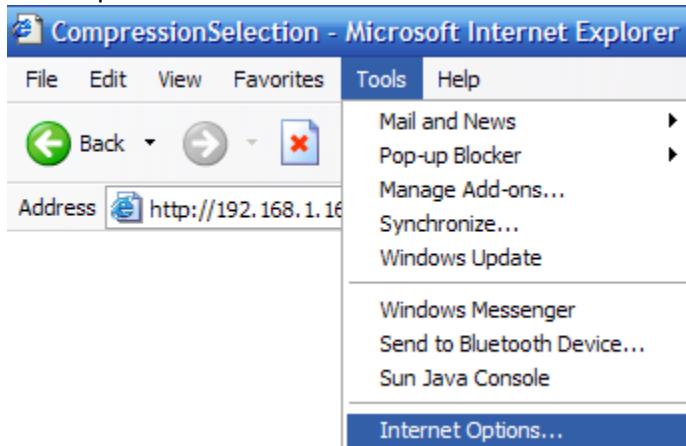
(These screen shots are based on Multicam version 8.1 which is shipped with our H264 capture card)

### PART ONE: SET SECURITY SETTINGS FOR WEB SITE (FIRST TIME ACCESS USE)

1. Obtain your DVDR IP address from your Network Administrator.

IP Address: \_\_\_\_\_

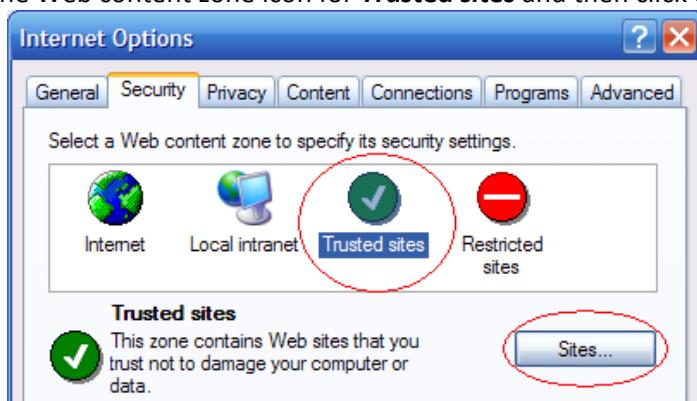
2. Click on **Tools** option in the internet toolbar and select **Internet Options**.



3. Click on the **Security** tab.

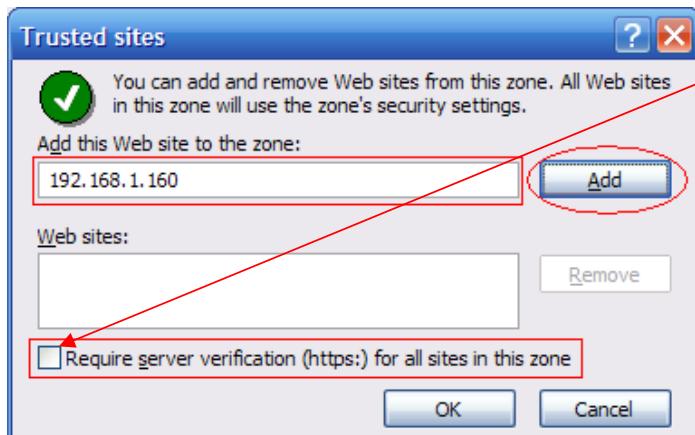


4. Select the Web content zone icon for **Trusted sites** and then click on the **Sites...** button.



5. Enter the **IP address** of the DVDR you are trying to connect to in the **Add this Web site** box and click the **Add** button.

6. Uncheck the **Require server verification** box (verify the box is **unchecked** before proceeding).

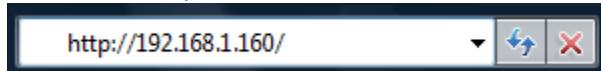


7. Click **OK**.

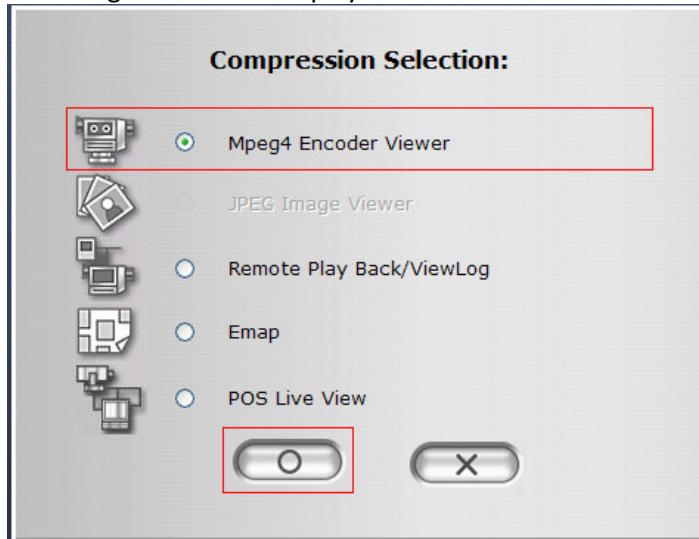
## PART TWO: STARTING WEBCAM (See "How to Start Webcam Server", it is on by default)

Once the WebCam server at the GC-System is enabled, it is then possible to view images using a web browser at a client PC or from a remote site; Microsoft Internet Explorer will be used as the browser.

1. To start the connection, open an IE browser.
2. Type the IP address of your webcam server into the URL address window and press enter.

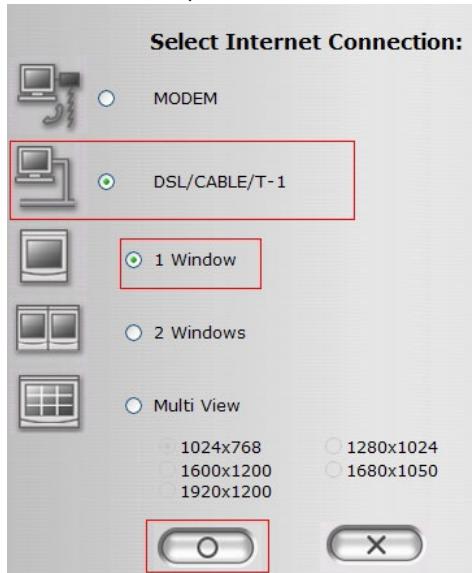


3. The following window will display.



- o **MPEG4 Encoder Viewer (used for Live Viewing only):** Provides the most complete functionality of the WebCam applications, allowing you to view up to sixteen cameras from different GV-Systems.
- o **Remote Play Back/ViewLog:** Downloads history files from the GV-System onto the client PC. There are two choices of video players: Remote Playback and ViewLog.

4. Select MPEG 4 Encoder, and then click the **Submit** button to display the following window.

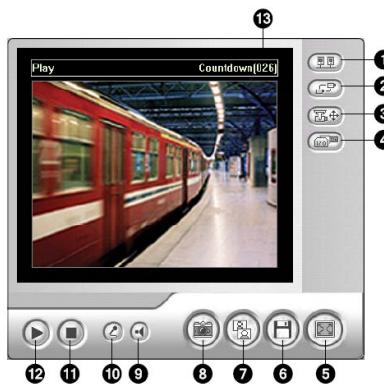


**NOTE:** An install program will run the first time you access the Mpeg4 Encoder Viewer.

5. Select the type of Internet Connection you're using. Modem users are limited to Single Window, while broadband users have the option of 1 or 2 Windows or Multi View. In this example, select **1 Window**, and then click the **Submit** button.
6. Your IE browser starts loading the MPEG4 Encoder interface. When the loading is completed, click the **Play** button and type a valid user ID and password.



## SINGLE VIEW MPEG4 ENCODER VIEWER



No.	Name	Description
1	Option	Brings up these options: Alarm Notify, Data Rate Configure, Remote Config, Change Server, Show Camera Name and Image Enhance.
2	Change Camera	Selects the desired camera for display.
3	PTZ Control	Displays the two choices of PTZ control: PTZ Control Panel, PTZ Automation.
4	I/O Control	Displays the two choices of I/O control panels: I/O Control, Visual Automation.
5	Full Screen	Switches to full screen view.
6	File Save	Saves live video in the local computer.
7	Change Quality	Adjusts video quality in 4 levels.
8	Snapshot	Takes a snapshot of the displayed live video.
9	Audio	Enables live audio from the remote GV-System.
10	Microphone	Enables speaking to the remote GV-System.
11	Stop	Terminates the connection to the remote GV-System.
12	Play	Connects to the remote GV-System.
13	Countdown Timer	Indicates the remaining time when you log in as Guest. When the time is up, you will be logged out automatically.

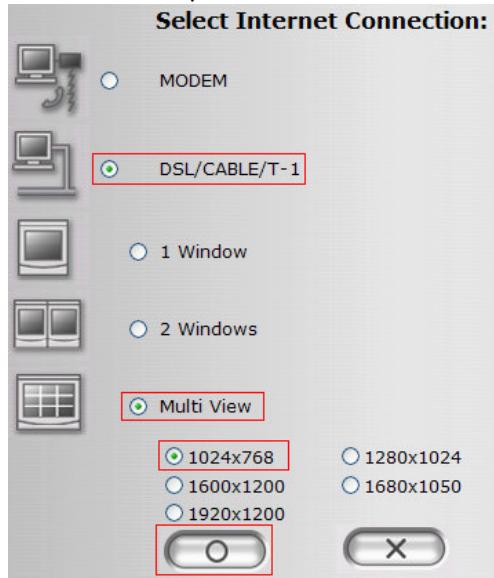
Click the **Back** button to return to the Web server command panel.

Back ▾

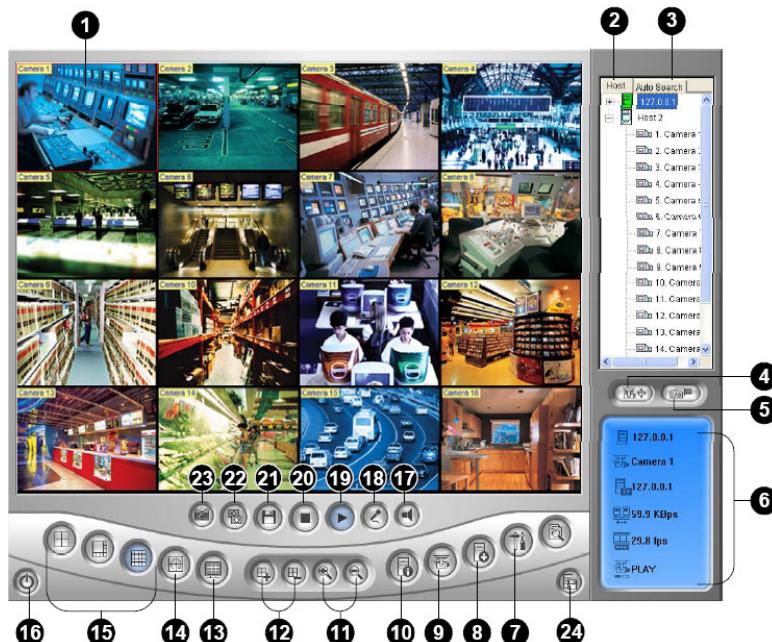
## MULTI VIEW MPEG4 ENCODER VIEWER

Multi View is a multi-channel MPEG4 Encoder Viewer, allowing users to view 4, 8, and 16 live cameras simultaneously. Because multiple channels require a large amount of data to be transferred over Internet, this function is limited to broadband users only.

1. Follow the instructions of *Starting WebCam* until the Select Internet Connection window appears.
2. Select **DSL/CABLE/T-1**, choose **Multi View**, the default display is 1024x768, and then click the **Submit** button. First time users will be prompted to install the Multi View applications. Select **Yes**, and then follow the instructions to complete the installation.



3. When the Login dialog box appears, enter a valid user ID and password, and then click OK. This displays the following Multi View window.



## MULTI VIEW WINDOW CONTROLS

No.	Name	Description
1.	Monitoring Window	Displays live video.
2.	Host Server	Displays connected GV-Systems and their available cameras.
3.	UPnP Server	Displays all hosts on the same LAN.
4.	PTZ Control	Displays the PTZ control panel.
5.	I/O Control	Displays the I/O control panel.
6.	Channel Status	Indicates the general information of the selected channel.
7.	ViewLog ViewLog.	Plays back recorded files of the remote GV-System by using the video player
8.	Configure	Accesses system settings of the Multi View.
9.	Edit Host	Adds, deletes or modifies GV-Systems.
10.	Camera Status	Displays the camera status of the connected GV-Systems.
11.	Host Information	Displays the general information of the connected GV-Systems.
12.	Zoom in and out	Zooms in or out the selected channel.
13.	Add/Remove Channel  polling.	Adds or deletes the channels for video polling. Click the Add or Remove Channel button and then click the desired channel to add to or remove from the video
14.	Full Screen	Switches to a full screen view.
15.	Video Polling	Rotates through the selected channels.
16.	Screen Divisions	Sets screen divisions to 4, 8 or 16.
17.	Exit/Minimize	Closes or minimizes the Multi View window.
18.	Speaker	Enables speaking to a remote GV-System.
19.	Microphone	Enables live audio from a remote GV-System.
20.	Stop	Terminates the connection to a GV-System.
21.	Play	Establishes the connection to a GV-System.
22.	Save	Saves live video.
23.	Quality	Changes video resolution.
24.	Snapshot	Takes a snapshot of the selected channel.
25.	Save Camera to Multiple Host	Saves the selected cameras and to create a Multiple Host.

4. Click the **Back** button to return to the Web server command panel.

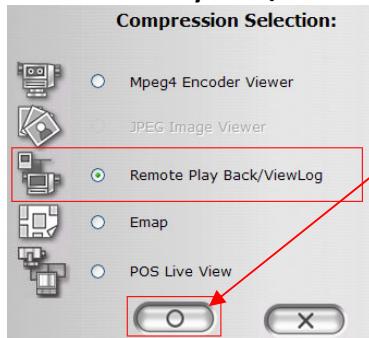


## REMOTE PLAY BACK / VIEWLOG

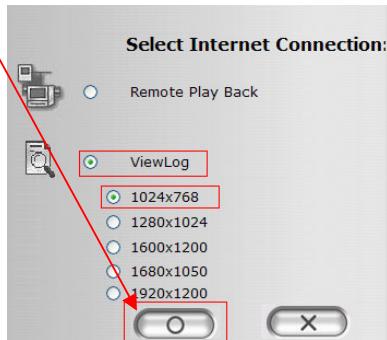
More than simply playing back recorded video/audio files, the Remote ViewLog function allows you to have full access to the ViewLog features of the connected GV-System.

**NOTE:** An install program will run the first time you access the Mpeg4 Encoder Viewer.

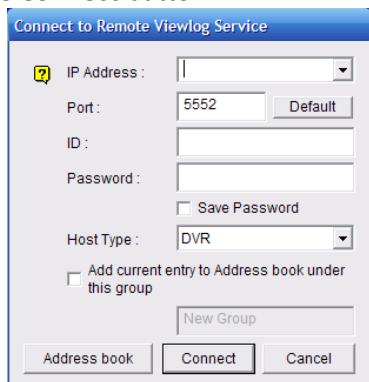
1. Choose the **Remote Play Back/ViewLog** and click the **Submit** button.



2. On the Select Internet Connection, click on the **ViewLog** button, the default display is 1024x768, and then click the **Submit** button.



3. Type the IP Address, ID and Password of the remote GV-System. Keep the default port as **5552**, or modify it if necessary.
4. In the Host Type field, select **DVR**.
5. Click the **Connect** button.



6. When the connection is established, you will see the video player ViewLog appears on the screen. Then you can access all ViewLog features for playback.
  - a. Click on **file** you want to view and click the **Play** button.